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# ANNUAL REPORT

## OF THE TOWN OFFICERS OF

# BURLINGTON, MASSACHUSETTS

YEAR ENDING
DECEMBER 31

**1989**

Burlington Public Library
Burlington, MA 01803

# ANNUAL REPORT

## OF THE TOWN OFFICERS OF

# BURLINGTON, MASSACHUSETTS

YEAR ENDING
DECEMBER 31

# 1989

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# *In Memoriam*

*Town Meeting Members*

Ann M. Collins
1934-1989

Walker S. Kupfer
1912-1989

Marjorie M. Casassa
1914-1989
*Clerk - Town Hall*
*Historical Commission*

Lorrie Ann Stevens
1933-1989
*Clerk - Town Hall*

Edna M. Howard
1917-1989
*Clerk*
*Department of Public Works*

**ANNUAL REPORTS**
of the
**TOWN OF BURLINGTON, MA**

**1989**

A part of Woburn in 1642, a Woburn Precinct as of 1730.

Burlington was incorporated as a Town on February 28, 1799.

Population as of January 1989: 22,560

Area of Town — 7,577 acres or 11.88 square miles

Tax Rate FY90 — Residential—$8.80
Commercial
Industrial $17.30
Personal Property

Elevation at Town Hall — 220 feet above sea level

Governor: Michael S. Dukakis
State House
Boston, MA. 02133

U.S. Senators: Edward M. Kennedy
John F. Kennedy Federal Bldg., Room 2400
Boston, MA 02203

John F. Kerry
Transportation Bldg., Room 3220
10 Park Plaza
Boston, MA 02116

Congressman: Edward J. Markey
7th District John F. Kennedy Federal Bldg., Room 2100A
Boston, MA 02203

Councilor: Joseph A. Langone, III
6th District State House, Room 184
Boston, MA 02133

State Senator: Richard A. Kraus
4th Middlesex State House, Room 511
Boston, MA 02133

Representative Augusto F. Grace
23rd Middlesex State House, Room 443
Boston, MA 02133




## TOWN GOVERNMENT SCHEDULE

| | | |
|---|---|---|
| Board of Selectmen | - | Meets the second and fourth Mondays of the month, Town Hall, 7:00 p.m. |
| Planning Board | - | Meets the first and third Thursdays of the month, Town Hall, 7:00 p.m. |
| School Committee | - | Meets the second and fourth Tuesdays of the month, School Committee Room, High School 7:30 p.m. |
| Conservation Commission | - | Meets the second and fourth Thursdays of the month, Town Hall, 7:30 p.m. |
| Board of Assessors | - | Meets the third Thursday of the month, Town Hall, 1:00 p.m. |
| Board of Health | - | Meets the second and fourth Tuesdays of the month, Town Hall, 7:30 p.m. |
| Board of Appeals | - | Meets on the first and third Tuesdays of the month, Town Hall, 8:00 p.m. |
| Library Trustees | - | Meets on the second Wednesday of the month, Library, 7:30 p.m. |
| Burl. Community Life Center | - | Meets on the second Thursday of the month, 7 Van de Graff Dr., 8:00 p.m. |
| Recreation Commission | - | Meets on the second and fourth Mondays, Visco Bldg., Simonds Park, 7:00 p.m. |
| Housing Authority | - | Meets on the first Tuesday of the month, Tower Hills Apts., 6:30 p.m. |
| Town Meeting | - | Meets January, May (Annual) and September, Fogelberg Auditorium, Burlington High School, 7:30 p.m. |

All other scheduled board/committee meetings are posted at Town Hall.

## TOWN HALL SCHEDULE

Open Daily: All offices 8:30 a.m.—4:30 p.m. Monday-Friday

Town Clerk: 9:00 a.m.-12:00 noon 1st and 3rd Saturdays (except holiday weekends and summer); extended hours 4:30 p.m.-6:30 p.m. 2nd & 4th Thursdays of the month

Nurse—extended hours every Thursday from 4:30 p.m.—6:30 p.m.

# ELECTED OFFICIALS

| | | |
|---|---|---|
| TOWN CLERK | Jane L. Chew | 1991 |
| MODERATOR | Thomas F. Murphy | 1990 |
| SELECTMEN | Ann Marie Baden, Chr. | 1990 |
| | John H. Leahy, Jr. | 1992 |
| | Richard C. Wilde | 1992 |
| | Phillip A. Gallagher | 1991 |
| | Virginia E. Mooney | 1991 |
| TREASURER/TAX COLLECTOR | Brian P. Curtin | 1992 |
| PLANNING BOARD | Francis J. Taft, Chr. | 1992 |
| | John D. Kelly | 1994 |
| | Peter J. Coppola | 1993 |
| | John DeFrancesco | 1992 |
| | Alfred D. Laing | 1991 |
| | Robert Stryke | 1990 |
| | Timothy R. Tierney (Res. 3/89) | 1990 |
| | Ernest Covino (appt.) | 1990 |
| SCHOOL COMMITTEE | Christine Monaco, Chr. | 1990 |
| | Lucy M. Damiani | 1992 |
| | Donald J. Muse | 1992 |
| | John E. Fogelberg | 1991 |
| | John L. Vanella | 1990 |
| ASSESSORS | Elmer J. Morrison, Chr. | 1990 |
| | John W. Dillon | 1992 |
| | Timothy J. Cosgrove | 1991 |
| BOARD OF HEALTH | Philip A. Pollicelli, Chr. | 1992 |
| | Edward J. Weiner | 1992 |
| | Joan M. Ghio | 1991 |
| | Robert Hogan | 1991 |
| | Eugene "Terry" McSweeney | 1990 |
| BURLINGTON HOUSING AUTHORITY | Robert Matarazzo, Chr. | 1992 |
| | Joseph J. Arena | 1994 |
| | Samuel J. Roberto | 1993 |
| | M. Harrison Graham | 1991 |
| | Governor's Appt. (vacant) | |
| RECREATION COMMISSION | Ralph D'Agostino | 1991 |
| | Mark Sherwood | 1992 |
| | Edward Schuler | 1990 |
| | Peter Coppola (Planning Bd.) | 1990 |
| | John Vanella (School Comm.) | 1990 |
| LIBRARY TRUSTEES | Julie Michutka, Chr. | 1990 |
| | Deborah Beth Clere Baer | 1992 |
| | Amy Warfield | 1992 |
| | Barbara Adler, Res. 5/89 | 1991 |
| | Richard S. Lewis, DMD, Appt. | 1991 |
| | Thomas K. Short | 1991 |
| | Richard Radtke | 1990 |
| SHAWSHEEN TECH H.S. | John P. Miller | 1991 |
| | Alfred J. Verrier | 1990 |

| | | |
|---|---|---|
| FIRST CONSTABLE | James A. Russo | 1992 |
| SECOND CONSTABLE | Anthony J. Saia | 1992 |

## TOWN MEETING MEMBERS

### DISTRICT A

1990 Gilbert Napoleon, 18 Freeport Dr.
Carol A. Casey, 8 Redcoat Lane
James C. Harrison, 37 Freeport Dr.

1991 Diane S. Nolan, 46 Chandler Rd.
C. Joseph Brown, 32 Chandler Rd.
Francis E. Redfern, 184 Mill St.

1992 Robert P. Marrano, 10 Hart St.
Charles J. White, 31 Chandler Rd.
Suzanne Trousil, 2 Lucuya Cir.

### DISTRICT B

1990 Henry T. Clifford, Jr., 9 Sparhawk Dr.
Carol D. Crosby, 18 Sparhawk Dr.
Frederick J. Crosdale, Jr., 6 Oak St.

1991 Lawrence R. Benassi, 1 Mooney Rd.
William E. Alcott, 8 Hearthstone Dr.
Martha Murphy, 14 Hearthstone Dr.

1992 Margaret Merlesena, 2 Burton Rd.
Eleanor N. O'Connell, 33 Peach Orchard Rd.
Margaret Scott, 18 Knollwood Ct.

### DISTRICT C

1990 Carl M. Christiansen, 26 Wildmere Avenue
Lucy A. Bramanti, 32 Newbridge Ave.
Lynne P. Grady, 12 Harriett Ave.

1991 Guy J. DeFilippo, 6 Wildmere Ave.
William V. McNamara, 61 Mountin Rd.
Ann Louise McNamara, 79 Mountain Rd.

1992 David Colantuoni, 18 Ox Bow Ln.
Miriam R. Kelly, 14 Oxbow Lane
Michael W. Grady, 12 Harriet Ave.

### DISTRICT D

1990 Richard C. Fitzpatrick, 63 Muller Rd.
Louis P. Rubino, 4 Fred St.
Stella M. Peters, 24 Eugene Rd.

1991 Mabel A. Nevins, 26 Sunset Dr.
Mildred J. Nash, 29 Sunset Dr.
Thomas F. Murphy, Jr., 12 Sunset Dr.

1992 Robert Gouveia, 17 So. Bedford St.
Ruth Danielson, 11 Shady Lane Dr.
Anne Rowe, 94 Muller Rd.

### DISTRICT E

1990 Brian McSweeney, 15 Briarwood Lane
Elaine I. Zuccaro, 2 Theodore Cir.
Stephen G. Marchese, 4 Sears St.

1991 Albert L. Fay Jr., 11 Raymond Rd.
Scott E. Carpenter, 12 Hilltop Drive
Glenn A. Kemper, 7 St. Mark's Rd.

1992 James M. Hurley, 6 Elm St.
David J. Ghio, 10 Dearborn Rd.
Frances Heartquist, 10 Briarwood Ln.

### DISTRICT F

1990 John R. Danielson, 3 Baron Pk. Ln. Apt. 8
Susan Stamm, 56 Washington Ave.
Robert J. Pashkowsky, 6 Baron Park Ln. Apt. 20

1991 Janet M. Towers, 28 Humboldt Ave.
Gary L. Brown, 123 Bedford St.
Edward A. Malone, 19 Mohawk Rd.

1992 James Shea, 2 Hallmark Grdn-Bldg. 13
Martha M. Shea, 2 Hallmark Grdn-Bldg. 13
Gary Ruping, 4 Fowler Ter. (Til '90)
Al Verrier, 12 Mohawk Rd. (Res. '89)

### DISTRICT G

1990 Auralie P. Slowey, 19 Paulson Dr.
Mary DeChiara, 18 Evergreen St. (Res. 89)
Phyllis LaMarca, 20 Paulson Dr. (Til '90)
Ruth Wagner Pilote, 94 Bedford St.

1991 Virginia M. Igo, 1 Arthur Woods Ave.
Michael J. Wislotski, 32 Carey Ave.
Doublas J. Hyde, 17 Meadowvale Rd.

1992 James J. Dion, 19 Crystal Circle
Robert L. Karpinski, 34 Crystal Circle
Maureen Murray, 4 Maureen Drive

### DISTRICT H

1990 Alfred A. Chaput Jr., 45 Francis Wyman Rd.
Karen Cooper, 69 Francis Wyman Rd.
Ronald T. Gerwatowski, 4 Corcoran Rd.

1991 Joan B. Hastings, 14 College Rd.
Roberta E. Mills, 19 Corcoran Rd.
Edward I. Hastings, 14 College Rd.

1992 Betty M. Bullock, 11 Crowley Rd.
George R. Cooper, 69 Francis Wyman Rd.
John Worsham, 28 College Rd.

**DISTRICT J**

1990 Kenneth R. Forte, 18 Wing Terrace
Neil Sheehan, 64 Macon Rd.
Jane M. Richard, 407 Cambridge St.

1991 Patricia J. Angelo, 2 Austin St.
Hope M. Paulsen, 8 St. Mary Rd.
George W. Creamer, Jr., 42 Francis Wyman Rd.

1992 Robert Paulsen, 8 St. Mary Rd.
Richard A. Burkhart, 10 Joanne Rd. (Til '90)
Patricia A. Tobin, 18 Arnold Terrace
Ann Collins, 7 Hillcrest St. (Dec. '89)

**DISTRICT K**

1990 Mark Ferriera, 2 Laurie Ln. (Res. '89)
Victoria D. Leary, 10 Dennis Dr.
Kenneth J. Rush, Jr., 17 Ivy Lane

1991 Paula Davis, 17 Leroy Dr.
Patricia A. Stanford, 2 Laurie Lane
Donald Muse, 21 Davida Rd. (Res. '89)
Charles Rose, 7 Wilhelmina Ave. (Til '90)

1992 Mary Louise Rutherford, 362 Cambridge St.
Patrick Rutherford, 362 Cambridge St.
Karen A. Richardson, 18 Cutting Lane

**DISTRICT L**

1990 William F. Callahan, 6 Carter Rd.
Marlene F. Rittenberg, 14 Irene St.
Lawrence M. Rittenberg, 14 Irene St.

1991 Brian J. McSweeney III, 1 Doris St.
Kevin McSweeney, 1 Doris St.
Marie Soda, 17 Marjorie Rd.

1992 Donald A. McGillivray, 2 Guild Rd.
Paula McGillivray, 2 Guild St.
Virginia Radtke, 3 Jackson Rd. (Res. '89)

**DISTRICT M**

1990 Robert J. Macdonald, 238 Fox Hill Rd.
Mary L. Arena, 10 Moss St.
Lawrence E. Warfield, 56 Skilton Ln.

1991 Channing L. Entwistle, 62 Beaverbrook Rd.
Gary Gianino, 3 Upland Rd.
Marie R. Saia, 27 Alcine Lane

1992 Barbara A. Brennan, 4 Rocky Hill Rd.
Glenn Saidah, 22 Woodhill Rd.
Robert Carroll, 226 Fox Hill Rd.

# APPOINTED OFFICIALS

| | |
|---|---|
| TOWN ADMINISTRATOR | David W. Owen |
| TOWN ACCOUNTANT | Patrick J. Mullin |
| APPRAISER/ASST. ASSESSOR | Russell H. Washburn |
| FIRE CHIEF | Paul L. Thibault, Jr. |
| POLICE CHIEF | William R. Soda |
| SUPT. PUBLIC WORKS | Syamal N. Chaudhuri |
| BUILDING INSPECTOR | Frank R. Moran |
| TOWN ENGINEER | Pete G. Peters |
| ADMIN. ASST. BD. OF SELECTMEN | Phyllis M. Rogers |
| ENVIRONMENTAL ENGINEER | Richard L. Lombard |
| PLANNING DIRECTOR | Terry Szold |
| CONSERVATION ADMINISTRATOR | Brian J. Monahan |
| DIRECTOR OF VETERANS SERVICES | Ronald C. MacKenzie |
| ASSISTANT TOWN CLERK | Eleanor M. Gelinas |
| CIVIL DEFENSE DIRECTOR | Stephen Duke |
| BURLINGTON COMM. LIFE CTR. DIR. | Wesley Simons |
| RECREATION DIRECTOR | Donald Roberts |
| HEALTH AGENT/SANITARIAN | Brian Lockard |
| COUNCIL ON AGING COORDINATOR | Jeanne Garrett |
| BHA EXECUTIVE DIRECTOR | Lillian Buckley |
| SEALER OF WEIGHTS & MEASURES | Alfred D. Laing |
| DOG OFFICER | Debra Estrella (Res. 11/89)<br>Denise Bubar (Appointed 11/89) |
| ANIMAL INSPECTOR | Thomas K. Short |
| METRO. AREA PLANNING COUNCIL | Frank E. Baxter |
| TOWN COUNSEL | Kopelman and Paige, P.C. |
| LABOR RELATIONS COUNSEL | Philip Collins |
| INSURANCE BROKER | Edmund Flanagan & Company |

# APPOINTED OFFICIALS

| | | |
|---|---|---|
| BOARD OF APPEALS (5 YRS.) | Mario Culot | 1994 |
| | Ernest Covino (Res. 5/89) | 1993 |
| | John T. Sullivan (6/89 appt.) | 1993 |
| | Carl Gianelli | 1992 |
| | Jayne Hyde | 1991 |
| | Arthur Ferriera | 1990 |
| | Franklin E. Pierce, 1st Alt. | 1990 |
| | Denzil D. McKenzie, 2nd Alt. | 1990 |
| BOARD OF REGISTRARS (3 YRS.) | Stephen Zimmermann | 1992 |
| | Ann Holmquest | 1991 |
| | Jane L. Chew | 1991 |
| | Patricia A. Larson | 1990 |
| CAPITAL BUDGET COMMITTEE (3 YRS.) | Patrick Rutherford | 1991 |
| | Joyce M. Chapdelaine | 1991 |
| | Robert Pashkowski | 1991 |
| | Gary Brown | 1990 |
| | Dan Mariani | 1990 |
| | Marlene Rittenberg | 1989 |
| | Ken Rush | 1989 |
| WAYS & MEANS COMMITTEE (3 YRS.) | George R. Cooper | 1992 |
| | Vacant | 1992 |
| | Charles L. Rose | 1992 |
| | John T. Cunningham | 1992 |
| | Harold D. Hammond | 1992 |
| | Donald Muse (Res. 4/89) | 1991 |
| | Joan Hastings (Appt. 5/89) | 1991 |
| | Roberta Mills | 1991 |
| | Nicholas Dardeno (Res. 4/89) | 1991 |
| | David J. Ghio (Appt. 5/89) | 1991 |
| | Robert P. Marrano | 1991 |
| | Charles T. Ferugson, Jr. | 1991 |
| | Lawrence M. Rittenbereg | 1990 |
| | Gary Gianino | 1990 |
| | Frank Heartquist | 1990 |
| | Frank Baxter | 1990 |
| | Henry L. Dragon (Res. 11/89) | 1990 |
| CONSERVATION COMMISSION (3 YRS.) | Paul Groulx | 1992 |
| | Stanley Murphy | 1992 |
| | Constance McElwain | 1992 |
| | Karen Moyer | 1991 |
| | Michael Cheiftez | 1991 |
| | Catherine O. LeBlanc | 1990 |
| | Valorie Tobias | 1990 |
| COUNCIL ON AGING (3 YRS.) | Mary McBay | 1992 |
| | Margaret Brunt | 1992 |
| | Marguerite Petrone (Res. 8/89) | 1991 |
| | John E. Fogelberg | 1991 |
| | Helen Humphrey | 1991 |
| | Winifred Enos | 1990 |
| | William McNamara | 1990 |
| | Mary Smith, Alt. | 1990 |
| | Rosemary Farrell, Atl. | 1990 |
| | Jane Skelton, Alt. | 1990 |

| | | |
|---|---|---|
| HISTORICAL COMMISSION (3 YRS.) | Norman B. Biggart | 1992 |
| | Jane M. Richard | 1992 |
| | Dr. Dennis Smith | 1991 |
| | Christine Keeans | 1991 |
| | Pauline Keans | 1990 |
| BCLC BOARD OF DIRECTORS (2 YRS.) | Robert Conceison | 1991 |
| | Vacant | 1991 |
| | Vacant | 1991 |
| | Rev. John Crispo | 1990 |
| | Betty Murphy | 1990 |
| | Terry Bishop | 1990 |
| | Michael Howard | 1990 |
| | Mary Cochran | 1990 |
| | Sandra McNeal | 1990 |
| | Barbara Ryan | 1990 |
| BYLAW REVIEW COMMITTEE | C. Joseph Brown | 1990 |
| | Albert L. Fay, Jr. | 1990 |
| | Alfred A. Chaput, Jr. | 1990 |
| | Patricia J. Angelo | 1990 |
| | William F. Callahan | 1990 |

# TOWN CLERK

1989 was a quiet year allowing more time to undertake some records management projects. Financing statements (UCC's) have been computerized and businesses are being assertively pursued to record business licenses. Site plans, special permits and variances are now being recorded by address rather than by the year action was voted. We are also in the process of researching records to track land use and ownership issues and significant votes, thereby improving information retrieval.

The lack of adequate storage space for town records remains a serious problem and prevents any effective Records Management Program from being implemented. Once space is available, serious consideration should be given to the inventory, conservation, storage, retrieval and reproduction of important documents.

As Chairperson of the Legislative Committee of the Massachusetts Town Clerks' Association, I have been very active this year in proposing and promoting legislation which is aimed at protecting individuals' rights to privacy with regard to census information and prohibiting dissemination of names of persons under the age of seventeen.

New legislation was passed this year which allows anyone to register to vote at any City/Town in Massachusetts. The costs of implementing this program has yet to be determined but will be referred to Local Mandates at the State Auditor's office for reimbursement to the Town.

Respectfully submitted,
Jane L. Chew
Town Clerk

### FEES COLLECTED

| Category | Amount |
|---|---|
| Dog Licenses/Fines | $16,317 |
| * Fish/Game | 244 |
| Business Certificates | 4,243 |
| Marriage Licenses | 3,120 |
| Certified Copies: Births | 1,764 |
| Deaths | 12,789 |
| Marriages | 601 |
| Uniform Commercial Code Filings | 10,669 |
| Street/Voting Lists | 1,306 |
| By-Laws/Maps | 2,264 |
| Professional Registrations | 1,080 |
| Voter Identification Cards | 396 |
| Raffle/Bazaar Permits | 110 |
| Pole/Conduit Recording | 520 |
| Gas Permits | 330 |
| Miscellaneous | 134 |
| Total | $55,887 |

* $6,186 collected for State

Number of Dogs Licensed: 1,849

# VITAL STATISTICS

### BIRTHS

| | Total | Jan. | Feb. | Mar. | Apr. | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec.* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Male | 117 | 4 | 10 | 11 | 19 | 16 | 13 | 10 | 13 | 11 | 6 | 4 | 0 |
| Female | 104 | 8 | 4 | 8 | 8 | 9 | 10 | 16 | 18 | 11 | 6 | 3 | 3 |
| Total | 221 | 12 | 14 | 19 | 27 | 25 | 23 | 26 | 31 | 22 | 12 | 7 | 3 |

### MARRIAGES

| | Total | Jan. | Feb. | Mar. | Apr. | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec.* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Total | 233 | 4 | 4 | 6 | 24 | 26 | 25 | 16 | 29 | 41 | 27 | 23 | 8 |
| 1st | 408 | 8 | 3 | 10 | 47 | 48 | 44 | 30 | 49 | 70 | 50 | 35 | 14 |
| 2nd | 53 | — | 4 | 2 | 1 | 4 | 5 | 2 | 9 | 12 | 3 | 10 | 1 |
| 3rd | 5 | — | 1 | — | — | — | 1 | — | — | — | 1 | 1 | 1 |

### DEATHS

| | Total | Jan. | Feb. | Mar. | Apr. | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec.* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Total | 392 | 30 | 36 | 42 | 30 | 32 | 32 | 30 | 38 | 23 | 35 | 35 | 29 |
| Male | 213 | 18 | 21 | 20 | 16 | 14 | 18 | 19 | 16 | 15 | 18 | 21 | 17 |
| Female | 179 | 12 | 15 | 22 | 14 | 18 | 14 | 11 | 22 | 8 | 17 | 14 | 12 |
| Res. | 100 | 9 | 9 | 13 | 11 | 11 | 6 | 6 | 8 | 4 | 8 | 10 | 5 |
| 5 | 2 | — | — | 1 | — | — | 1 | — | — | — | — | — | — |
| 5-15 | — | — | — | — | — | — | — | — | — | — | — | — | — |
| 16-25 | 5 | — | — | 1 | — | — | — | 2 | — | — | — | — | 2 |
| 26-45 | 25 | — | 4 | 6 | 1 | 1 | 3 | 1 | — | 1 | 3 | 3 | 2 |
| 46-60 | 75 | 3 | 6 | 9 | 6 | 5 | 9 | 13 | 9 | 2 | 6 | 5 | 2 |
| 61-75 | 181 | 20 | 16 | 12 | 14 | 16 | 12 | 11 | 18 | 9 | 18 | 20 | 15 |
| 76-90 | 98 | 7 | 9 | 11 | 7 | 9 | 7 | 3 | 11 | 11 | 8 | 7 | 8 |
| 90 | 6 | — | 1 | 2 | 2 | 1 | — | — | — | — | — | — | — |

*Received through 1/8/90

## 10 YEAR PROFILE

| | 1980 | 1981 | 1982 | 1983 | 1984 | 1985 | 1986 | 1987 | 1988 | 1989 |
|---|---|---|---|---|---|---|---|---|---|---|
| Births | 263 | 253 | 260 | 215 | 245 | 213 | 207 | 220 | 242 | 221 |
| Marriages | 185 | 231 | 256 | 261 | 260 | 249 | 274 | 240 | 246 | 233 |
| Deaths | 113 | 335 | 378 | 377 | 386 | 391 | 452 | 432 | 416 | 392 |

# VOTING STATISTICS 1982-1989

### VOTES CAST

| | Prec. 1 | Prec. 2 | Prec. 3 | Prec. 4 | Prec. 5 | Prec. 6 | Total |
|---|---|---|---|---|---|---|---|
| TOWN ELECTION | | | | | | | |
| 1982 | 1506 | 1116 | 1274 | 1310 | | | 5206 |
| 1983 | 1443 | 1140 | 1239 | 1149 | | | 4971 |
| 1984 | 1327 | 959 | 1108 | 1062 | | | 4456 |
| 1985 | 553 | 997 | 1262 | 1126 | | | 4938 |
| 1986 | 1100 | 770 | 942 | 781 | | | 3593 |
| 1987 | 1318 | 791 | 974 | 968 | | | 4051 |
| 1988 | 380 | 362 | 497 | 387 | 392 | 441 | 2459 |
| 1989 | 658 | 425 | 587 | 540 | 510 | 577 | 3297 |
| REFERENDUM 1985 | 1492 | 1224 | 1361 | 1277 | | | 5354 |
| PRESIDENTIAL PRIMARY | | | | | | | |
| March 1984 | 797 | 565 | 656 | 716 | | | 2734 |
| March 1988 | 668 | 669 | 775 | 612 | 669 | 759 | 4152 |
| STATE PRIMARY | | | | | | | |
| September 1982 | 1812 | 1315 | 1493 | 1477 | | | 6097 |
| September 1984 | 1314 | 980 | 1056 | 1064 | | | 4414 |
| September 1986 | 1395 | 978 | 1204 | 1287 | | | 4864 |
| September 1988 | 106 | 141 | 145 | 128 | 150 | 125 | 795 |
| STATE/PRES. ELECTION | | | | | | | |
| November 1982 | 2567 | 2057 | 2105 | 2200 | | | 8929 |
| November 1984 | 3407 | 2664 | 2657 | 2804 | | | 11532 |
| November 1986 | 2298 | 1770 | 1884 | 2069 | | | 8021 |
| November 1988 | 2051 | 1981 | 2157 | 1841 | 1814 | 2025 | 11869 |

### POPULATION/REGISTERED VOTERS

| Year | Population (Jan.) | Registered Voters (March) |
|---|---|---|
| 1982 | 23,622 | 13,093 |
| 1983 | 23,457 | 12,734 |
| 1984 | 23,003 | 12,005 |
| 1985 | 22,981 | 13,650 |
| 1986 | 23,032 | 13,016 |
| 1987 | 22,278 | 11,758 |
| 1988 | 22,148 | 12,440 |
| 1989 | 22,560 | 12,813 |

# BOARD OF SELECTMEN



**PURPOSE:**

The Board of Selectmen serve as the Town's Chief Executive Officers and as:

-Police Commissioners
-Fire Commissioners
-Public Works Commissioners
-Licensing Authority

**ACTIVITIES:**

The Board of Selectmen, with the assistance of the Town Administrator, engages in the following illustrative activities to fulfill its responsibilities to the community:

-Implements and administers the decisions of Town Meeting.
-Establishes policies and procedures for the operation of Town government agencies.
-Represents the interests of the Town in many forums, including: business dealings, legal affairs, and intergovernmental cooperation with other municipal, county, state and federal agencies.
-Conducts hearings and makes decisions on a wide range of matters under its jurisdiction.
-Reviews and approves operating and capital budgets for those departments under their control and authorizes borrowings as necessary.
-Appoints the Town Administrator, Town Accountant and Town Counsel.

**MEETINGS:**

-2nd and 4th Monday
-Special Meetings—whenever necessary.

**1989 HIGHLIGHTS: OVERVIEW**

1989 was a momentus year for your Board of Selectmen. A number of long-term issues were finally resolved, and several new challenges and opportunities arose which were confronted and addressed by the Board. Both the litigation concerning the Landlocked Parcel and the Vine Brook aquifer were settled out of court during the year. Other land acquisition and environmental issues presented themselves in the matters of the Seminatore parcel and the southside contamination situations. Town officials had to deal with the impacts of the State's financial crisis, which resulted in nearly a $1 million reduction in State aid, and to prepare for the Town's first bond issue in 17 years. These and the other activities highlighted below at times tested the Board of Selectmen, but the outcomes achieved demonstrate that the Board was up to the challenges presented.

**NEW TOWN ADMINISTRATOR**

After a lengthy recruiting and screening process, the Board of Selectmen appointed David W. Owen as the new Town Administrator effective February 21, 1989. Mr. Owen came to Burlington from the Town of Needham, where he served as Executive Secretary to the Board of Selectmen for 4½ years. Mr. Owen replaced Richard Gladstone as Town Administrator and is the third person to hold the position since its creation.

**SELECTMEN RE-ELECTED**

The April Town Elections saw the return of two veteran incumbents to the Board. Richard C. Wilde

was elected to his fourth term and John H. Leahy, Jr. was elected to a third consecutive 3-year term.

## PRP SETTLEMENT

After several years of litigation, the Town achieved a beneficial out-of-court settlement with 11 private firms in the Northwest Industrial Park, known collectively as the Potentially Responsible Parties (PRP's). The settlement concerned the contamination of the Town's water wells in the Vine Brook aquifer by chemical emissions by the PRP's. The settlement of the case, announced on the steps of Town Hall on June 30, 1989 by Attorney General James Shannon, will result in the PRP's spending a little more than $6 million dollars to build a new water treatment plant for the Town and the restoration of the Town's well field in the Vine Brook aquifer.

## LANDLOCKED PARCEL SETTLEMENT

Another major out-of-court settlement was achieved in the matter of the Landlocked Parcel acquisition. This parcel of land, consisting of 250 acres abutting Routes 128 and 3 and the Towns of Bedford and Lexington, was taken by eminent domain by Town Meeting in 1985. Litigation over the proper amount of compensation for the land taking resulted in a $10.5 million judgement against the Town. Burlington appealed that decision and retained former Attorney General Frank Bellotti to represent the Town.

A settlement of $8.2 million was negotiated by Mr. Bellotti and the Board of Selectmen with the attorneys representing the previous owner, developer Cadillac-Fairview. This negotiated settlement resulted in a $5.6 million savings for the Town over the original judgment and the interest which had accumulated on it. It also represents a chance to put aside the controversy about the purchase price and to begin focusing on potential uses for and access to the land.

As an initial step in that direction, the Selectmen established a Landlocked Parcel Study Committee to examine possible uses for the parcel and to recommend such uses to the Board. After months of intensive meetings, the Committee issued its report in December, 1989. It is anticipated that the Committee's report will serve as the basis for more detailed feasibility studies on potential uses of the site.

## CENTER SCHOOL RECONSTRUCTION

The Center School building was devastated by fire on February 2, 1989. At the time of the fire, the building was undergoing renovations which were about 95% complete. The fire virtually destroyed the gymnasium wing and caused heavy smoke and water damage to the human services (or front) wing of the building.

Fortunately, both the Town and the contractor were fully insured for such losses. After numerous meetings between Town officials, the contractor, the attorneys, the architects and the public insurance adjustor, a strategy was developed for reconstructing the Center School. An insurance settlement for the human services wing was obtained and that portion of the building began reconstruction in November 1989. A settlement on the recreation wing (gymnasium) is anticipated in the coming year.

Because everything but the walls of the recreation wing were destroyed by the fire, this represented an opportunity to develop alternative plans for that portion of the facility. While this has complicated the reconstruction process, it should ultimately result in a better recreation facility for the community.

## SEMINATORE PROPERTY

In August, the Board of Selectmen was notified that the Seminatore property (sometimes referred to as the Poor Farm) was under a purchase and sale agreement with a private developer. Because this property has been taxed as agricultural land, the Town had a right of first refusal to match the offer under the Massachusetts General Laws, but had to exercise that option within 120 days of such notice.

The issue of funding this $1.7 million acquisition was first presented to Town Meeting in September, where it failed to gain the two-thirds majority required to acquire the property and bond its cost. However, a Special Town Meeting was convened on November 6, 1989 to reconsider the acquisition. This time it was approved by more than the two-thirds majority required.

Once funding the acquisition was approved by Town Meeting the focus returned to the Board of Selectmen, because, under the law, only the Selectmen can exercise the option to acquire properties. At their last meeting in December, the Selectmen voted to exercise that option. At this writing, negotiations are proceeding relative to acquiring the property.

## PURCHASE OF CARPENTER PROPERTY

At the recommendation of the Capital Buildings Study Committee, Town Meeting appropriated $155,000 to acquire the property known as the Carpenter House behind Town Hall. This purchase is for purposes for reserving the Town's options relative to expanding the Town Hall, Police Station and Town parking lots. The purchase of the Carpenter house and property occurred without a hitch during the summer. The Selectmen have approved the rental of the property as a short-term measure until plans for the long-term use of the property are known.

### RECYCLING NEGOTIATIONS

Negotiations with Vining Disposal Co. about the development of a recycling transfer facility on Town-own land were on again, off again during the year. The May Town Meeting voted to establish a recycling program and to authorize negotiations regarding the development of a recycling facility. However, those negotiations ground to a halt as the market for recyclable materials deteriorated. Late in the year, a new and substantially different proposal was introduced by Vining Disposal, but it contained aspects which are unacceptable to the Recycling Study Committee and the Board of Selectmen.

At this writing, it is not clear whether there will be continued negotiations with Vining. Regardless of that outcome, however, it is hoped that Burlington will soon join the ranks of communities committed to recycling.

### BOND RATING UPGRADE

As a result of the $8.2 million settlement on the Landlocked Parcel, the Town had to prepare for its first bond issue in 17 years. Since it was so long since the Town had issued bonds, it was necessary and desirable to have the Town's bond rating re-examined. Town Officials prepared and submitted a presentation to Moody's Investor Services, the rating agency, and spent a day with one of their analysts covering the materials and touring the community. As a result, the Town's bond rating was increased to Aa from A.

In addition to being a measure of the Town's financial strength even during times of a State fiscal crisis, the new rating will save the Town more than $250,000 in interest charges.

### LOCAL AID CUTS

Due to the State's budget crisis, local aid funding to cities and towns was cut this year. Burlington faced a cut in state funds of nearly $1 million. While many communities responded to the funding reductions with lay-offs and service reductions. Burlington was able to weather the cuts with no dislocations of staff or services. This is attributable to a number of factors, including Burlington's strong financial management, conservative budgeting policies, and the local economy.

### SOUTHSIDE CONTAMINATION STRATEGY

Upon concluding the settlement with the PRP's about contamination emanating from the Northwest Industrial Park, the Town's focus of concern shifted to possible groundwater contamination coming from locations south of Route 128. In order to determine the scope of such contamination and whether it poses a threat to Burlington's water supply, the engineering firm of Metcalf and Eddy, was engaged to perform a Phase I study. The results of this study became known shortly before the end of the year, but were very inconclusive. The Town's options and strategy for dealing with the southside contamination problems are still being developed.

### MISCELLANEOUS

Among other matters which required the attention of the Selectmen were:

- -The newly renovated and expanded Main Fire Station was completed and its opening was celebrated with an open house in October, 1989.
- -Extending the mini-bus program for another 18 months.
- -Obtaining funding for two major new pieces of fire apparatus, an aerial tower ladder truck and a new engine.
- -Putting the Town's water and sewer rates on a nearly full-cost basis, so that the Town's water and sewer utility services can become self-supporting.
- -Beginning the construction of a new dog pound behind the DPW Garage.
- -Obtaining all state and local approvals for the proposed construction on the long-awaited right-hand turn lane onto Wilmington Road before the project became another apparent casualty of the State's fiscal woes.
- -Adopting new regulations for the operation of Taxi-cabs in the Town.

As Chairman of the Board for most of this past year, I am grateful for the support of my colleagues on the Board, our excellent Town staff, and Town residents which enabled the Board of Selectmen to successfully deal with the many challenges of a most dynamic period.

Respectfully submitted,
Anne Marie Baden
Chairman

# TOWN ADMINISTRATOR

### PURPOSE:

The Town Administrator serves as the Chief Administrative Officer (CAO) of the Town, including the following duties:

- -Appointing Authority
- -Personnel Manager
- -Bargaining Agent
- -Purchasing Agent
- -Budget Officer

## 1989 HIGHLIGHTS: OVERVIEW

At this writing, your new Town Administrator has been on the job for about 11 months. In addition to assisting the Board of Selectmen with a lengthy list of issues and accomplishments as detailed in the Selectmen's report, the Town Administrator has initiated several internal changes in Town operations and procedures.

Before touching upon these changes, however, I wish to indicate my agreement with a statement of my predecessor from his last annual report. That is, that the Town of Burlington has assembled a very fine staff. The caliber of most Department Heads is superior and the staff of the Selectmen's office is dedicated and hardworking. Residents should take pride and comfort in knowing that Town programs and services are being managed by capable persons.

## NEW LABOR CONTRACTS

The most immediate task facing the new Town Administrator was to renegotiate all six labor contracts, which were all due to expire soon. The Town Administrator and the Town Accountant, who together comprise the Town's bargaining team, developed a bargaining strategy and began a flurry of negotiating sessions with the various bargaining units. There was one labor agreement in place by the May Town Meeting; four other unions had settled with the Town by the September Town Meeting, and all contracts were ratified before year's end. The most significant aspect of these three-year contacts is the declining pattern for annual salary adjustments which may help the Town confront the realities of Proposition 2½ in the future.

## NEW POLICE CHIEF APPOINTED

The biggest and most potentially controversial challenge which awaited the new Town Administrator was the appointment of a new Police Chief. This selection was limited to three candidates from a Civil Service list who were largely unknown quantities to the Town Administrator. To assist in this situation, an Assessment Center was utilized, with a three-member assessment panel. An Assessment Center consists of a series of exercises to test the strengths and weaknesses of candidates for management or executive positions. The three-member panel was comprised of a police chief, a town manager, and a private-sector executive, all of whom lived outside of Burlington to ensure impartiality. Lieutenant William R. Soda emerged as the unanimous choice of the assessment panel, and his appointment was subsequently ratified. I wish to publicly thank the following members of the Assessment Panel for a job well done: Christ Bouras, Police Chief-Town of Danvers; Chadwick Maurer, Town Manager-Town of Winchester; and Robert Minton, Associate Administrator-Lahey Clinic.

## PERSONNEL BY-LAWS REVISION

Shortly after his arrival, the Town Administrator asked for and received a copy of the Town's Personnel By-Laws. What he received was an old dog-eared document which has not been updated for more than a decade. Recognizing that many new requirements and trends in personnel management have occurred over the years, the Town Administrator recommended a thorough review and overhaul of the Personnel By-Laws. In May, Town Meeting appropriated funds for this purpose and created a Personnel Advisory Committee to assist in this endeavor. The MMA Consulting Group is currently conducting this study, and it is expected that a new Personnel By-Law will be put forth at the next Town Meeting.

## GOALS AND OBJECTIVES

Another innovation for Burlington has been the implementation of a Goals and Objectives Planning Process for all departmemts under the jurisdiction of the Board of Selectmen. The Goals and Objectives Planning process provides a mechanism for the Town Administrator and Department Heads to dialogue about the direction, nature, and scope of programs and services of the various departments. Also, it should provide the decision makers, such as the Board of Selectmen, Ways and Means Committee, and ultimately Town Meeting, with a sense of what Town management is seeking to accomplish with available resources.

## NEW TELEPHONE SYSTEM STUDIED

It became readily apparent to the Town Administrator after a couple months tenure that the Town could realize significant savings and efficiencies by centralizing its telephone systems. Over the years, Burlington has permitted its departments to acquire a variety of telephone equipment and systems which effectively precluded realizing the kinds of cost savings available through centralizing the telecommunications function. Thanks to the cooperation of the various Town Departments, most notably the School Department, it appears that Burlington is on the way to implementing a new combined and centralized telephone system by this coming summer.

## TOWN FACILITIES MASTER PLAN

Another focus point of the Town Administrator's attention is the Town Facilities Master Plan, which is currently underway. After Town Meeting's approval of funds for this purpose, the Town Administrator assisted the Capital Building Study Committee to develop a Request for Proposal (RFP) for architectural technical assistance services. After screening 17 architectural firms' applications and interviewing a half dozen of them, the Capital Building Study Committee selected the Preservation Partnership from New

Bedford for this work. The Town Facilities Master Plan, which is expected to address the building space needs of the Police Department, Town Hall departments and the Library, should be ready to unveil before the next Town Meeting.

**OTHER COMMITTEES**

Other committee work has required major portions of the Town Administrator's time. In addition to those committees already mentioned, there are a variety of other study committees which necessitate input and assistance from the Town Administrator. One such group that has labored throughout the year to develop a new Sign By-Law for the Town is the Sign By-Law Committee. With the substantial amount of time and energy that has been invested in this process, it is hoped that a new Sign By-Law will emerge shortly for Town Meeting approval.

In summary, I would like to thank all those who have made my first year as Town Administrator a very pleasant and productive year. Inasmuch as it would be impossible to succeed at this job without the support of the Board of Selectmen and the cooperation of Department Heads, Town employees, and other elected and appointed Boards and Committees, my appreciation is extended to each and every one of those parties.

Respectfully submitted,
David W. Owen
Town Administrator

# TOWN COUNSEL

The year 1989 was an active year in which Town counsel rendered numerous opinions to Town officials and we approved contracts as to form. We have had numerous zoning and subdivision cases which have become a problem for all cities and towns throughout the Commonwealth. Due to the higher valuation of land, people are litigating more. We also rendered numerous opinions to various boards and commissions.

The year 1989 saw two very significant cases result in negotiated settlements. First, we negotiated an extensive consent decree with the parties responsible for the contamination of the Town's Vine Brook Aquifer water supply. This consent decree will require certain firms located in the Northwest Park to construct a water treatment facility that will be capable of treating two million gallons of water a day from the southern portion of the Vine Brook Aquifer. In addition, the responsible parties have agreed to make a contribution to assist the Town in rehabilitating the production wells in the southern portion of the aquifer.

With the assistance of special counsel, the Town concluded a negotiated settlement on the land locked parcel. In addition, special counsel has commenced an action against the Town of Bedford on the access issue.

We attended all Town Meetings, and upon request, meetings of the Board of Selectmen and other Town boards. There are presently pending approximately 25 open cases, many of them relating to zoning issues as well as numerous appellate tax board cases. We have also been extensively involved in the legal issues surrounding the fire restoration work being performed at the Center School.

We extend our appreciation to the board of Selectmen for their confidence in retaining this firm, and we appreciate the assistance and cooperation received on all matters from the Board of Selectmen, Town Meeting, Town Administrator, Department Heads, Boards, Committees, and other Town personnel. We look forward to working with the members of the Town government in the future.

Respectfully submitted,
Leonard Kopelman
for the firm of
Kopelman and Paige, P.C.
Town Counsel

# POLICE DEPARTMENT

**DEPARTMENTAL ROSTER**

**CHIEF OF POLICE**
William Soda

**CAPTAINS**

| | |
|---|---|
| Barry Solomon | George Devlin |

**LIEUTENANTS**

| | |
|---|---|
| Arnold Christiansen | Alfred Sciuto |
| Francis Hart | Walter Bevis |

**SERGEANTS**

| | |
|---|---|
| John Moglia | Gerald Mills |
| John Walthall | Ralph Patuto |
| Carl Boutwell | William Faria |
| Richard Sheppard | |

**PATROL OFFICERS**

| | |
|---|---|
| Gerald Crocker | Paul Christiansen |
| Russell Petersen | Richard Hovasse |
| Ronald Glejzer | Charles Chicarello |
| Harry Sawyer Sr. | Robert Aloisi |
| Richard Glejzer | William Duffey |
| Dennis Thompson | Frank Nardone |
| Thomas Sullivan | Barry Cosgrove |

Christopher Priest
Paul Anderson
Robert Healey
Michael Bradford
Paul O'Meara
Thomas Duffy
Spiros Tsingos
Michael Debye
Richard Hanafin
Robert Downer
James Cooper
Thomas Browne
James Tigges
Robert Kirchner
Bernard Schipelliti
Gabrielle Hersee
Kevin Rogers
Michael Joyce
Claudell Moore
Gary Burdick
John Hanafin
Edward Mackey
Stephen Coveno
Gary Redfern
Kenneth Reynolds
Harry Sawyer Jr.
Timothy McDonough
Charles Ferguson III
William Preston
Thomas Fournier
Gina Samuel
John Kelly

**CLERICAL STAFF**

Ann Johnedis
Barbara Cunningham
Ethel Vozikis

**TRAFFIC SUPERVISORS**

Helen Bulman
Nancy Bibbey
Carol Goodwin
Gail Fay
Helen Dignan
Maureen Robillard
Claire Hogaboom
Melissa Nelson

## Who Drives Drunk
### in Burlington?

When someone is arrested for drunk driving, in Burlington:

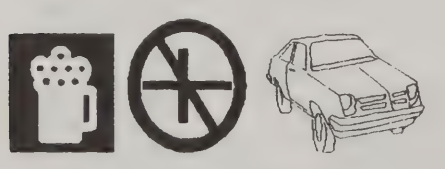
90% of the time, it will be a male...

42% of the time, they will live in Burlington...

60% of the time, it will happen between Midnight and 4:00 AM...

50% of the time, it will be someone between 20 and 29...

100% of the time, they will end up in court....



DON'T DRINK AND DRIVE!!!

As the end of the decade approached, numerous changes took place within the Burlington Police Department. The most obvious of these was the appointment of William Soda as the new Chief of Police. Since July, Chief Soda has reorganized the department by promoting several officers, establishing new job descriptions and targeting certain areas for improvement.

Dennis Thompson, a veteran officer and coach of the girls' high school basketball team, was appointed as juvenile officer. Under his direction, our juvenile program will now focus more heavily on preventive measures. We have instituted a juvenile diversion program which provides an alternative to juvenile court proceedings. We have great hopes for the program.

Officer Claudell Moore continued her outstanding work in the D.A.R.E. program. The D.A.R.E. program instructs elementary and middle school students about the dangers of drug and alcohol abuse. It has been highly praised throughout the community.

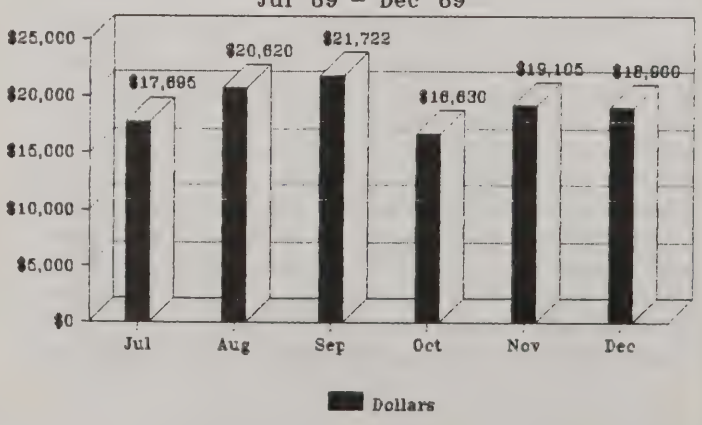
A traffic division was formed to give greater attention to traffic enforcement. The main focus of this unit is to provide a safer roadway system for the drivers and pedestrians using the streets of Burlington. Additionally, a generous amount of revenue was returned to the town's general fund as a result of the increased number of citations issued.

The department extends congratulations to three officers who retired after many years of loyal service to the town: Acting Chief Charles Ferguson and Officers Andrew Reilly and Gilbert Chaney. In addition, Officer Stephen Cross resigned his position to become Chief of Police in Ashland, New Hampshire. We wish all four the best of luck.

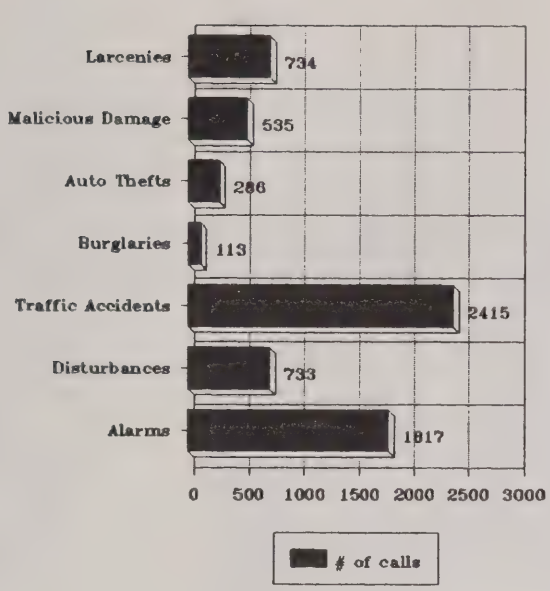
The Burlington Police Department wishes to thank all those agencies and invididuals who assisted us during the year. We will continue to provide the best service possible to the citizens of Burlington and ask that any matters of concern be brought to our attention.

Respectfully submitted,
William Soda
Chief of Police

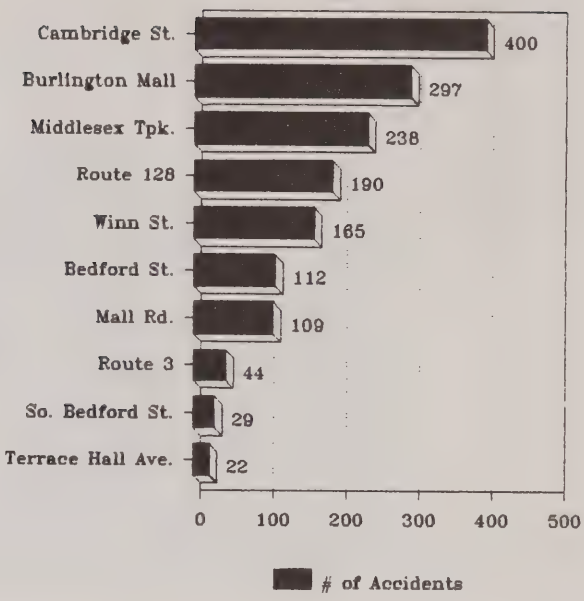
## Citation Revenues
### Returned to the Town
Jul '89 - Dec '89



## Top 7 Calls/Crimes
1989




## Top Ten
Accident Roads
Dec '88 – Dec '89




# FIRE DEPARTMENT

**DEPARTMENT ROSTER**

**FIRE CHIEF**
Paul Thibault

**ASSISTANT FIRE CHIEF**
*Leo Pouliot

**DEPUTY FIRE CHIEFS**

***Philip Pollicelli** — ***Lawrence Rice**

**CAPTAINS**

Edward Costa — *William Devereaux — *Michael Nolan(Acting)

**LIEUTENANTS**

*Alfred Brabant (Acting) — *George Clark — Paul Gerbrands
*Kevin Browne — Joseph Doran — Donald Robinson
*Scott Carpenter — *Charles White

**FIRE PREVENTION OFFICER**
*Al Fay

**FIRE ALARM INSPECTORS**

Joseph Butler — Henry Marshall

**MECHANIC**
Walter DeCost

**SENIOR CLERK**
Joanne Arbing

**CLERK**
Mary Fay

**FIREFIGHTERS**

*Gary Arbing
*Michael Bibbey
William Bibbey
*Timothy Browne
Lee Callahan
*William Callahan
*Gary Cauldwell
*John Corbett
Thomas Corbett
*George Creamer
*Michael Donahue
James Fay
Edward Franks
*Gerard Hanafin
James Hapenney
*John Hunt
*Douglas Hyde
Frederick Keene
*Ronald Kullman
*Gerard Letendre
*Peter McAnespie
*Paul McLaughlin
*Edgar McLean
John Norden
*Lawrence Pacios
*Michael Patterson
Robert Paul
*Raymond Perry
*Lucien Pouliot
*John Price
*Leonard Sawyer
*James Sherman
*John Skinner
Richard Spreadbury
*David Sullivan
*Paul Sullivan
Daniel Willette
Fred Williams
*Steven Yetman

**CIVILIAN DISPATCHERS**

Christine Carciofi
Elaine Carpenter
Clifford Comeau
Michael Runyan

*Department EMT's

This past year has been an exceptional one for the Fire Department. The addition and renovations to the Headquarters Station were completed in a timely fashion and remained within the budgeted amount. In October, an Open House was held during Fire Prevention week with over 1,000 people in attendance.

The May Town Meeting appropriated funds for the purchase of 2 vehicles—an aerial tower and a pumper. These were bid and both vehicles awarded to Pierce Fire Apparatus. Delivery is expected in the summer of 1990.

We took delivery in July of a new ambulance. This is a Ford F350, Diesel. The old ambulance is now being used for back-up and is running as a second ambulance when there is sufficient personnel available.

There were two retirements this past year. Both men have been with the Fire Department since the 1960's. Leon Gronquist retired in August after 29 years of service and Major Travers retired in September with 24 years of service.

We promoted two lieutenants to the permanent rank of Captain and an additional one to Acting Captain after they successfully passed the Civil Service exam. These positions were part of a command structure change with increasing manpower which was proposed over a 3 year period. The second year of the 3 year program is to increase manning levels on the Fire Department to 14 per shift. To accomplish this, four Civilian Dispatchers were added. These positions are to free firefighters from dispatcher's duties and get them back to firefighting duties, a cost-effective practice as the firefighters' salary is much more than a civilian dispatcher.

New appointments in 1989 consisted of:

| | |
|---|---|
| Captains (2) | Lieutenant Edward Costa<br>Lieutenant William Devereaux |
| Acting Captain (1) | Lieutenant Michael Nolan |
| Firefighters (2) | Robert Paul<br>Fred Williams |
| Dispatchers (4) | Christine Carciofi<br>Elaine Carpenter<br>Clifford Comeau<br>Michael Runyan |

**HAZARDOUS MATERIAL**

Hazardous Material incidents increased again this year and it is anticipated that they will be a common occurrence in the future of the fire service. The men have been involved in training throughout the year and are getting much more skilled at performing hazardous material team functions.

The Haz Mat unit has responded to mutual aid in other communities over this past year and we have received many positive comments on how the Haz Mat Team performed.



*Original Fire Station in 1960*




*Fire Station after renovations in 1989*

In the year ahead, I look forward to developing one of the best Haz Mat response teams in the country.

## FIRE PREVENTION

For the Fire Prevention Office, 1989 was a year of transition and reorganization with the new and much needed larger office facilities.

Many changes have occurred in fire codes and regulations and with the changes and modifications of the L.U.S.T. (Leaking Underground Storage Tanks) program, this year was a busy one. This past year, in keeping with CMR regulations, all but one service station have had their storage tanks either tested or replaced. The remaining station is due to start replacement of tanks shortly and this will bring all service stations in compliance.

All schools have been inspected and fire drills conducted on a regular basis. With the efforts of the Building Inspector Francis Moran and School Department Plant and Facilities Officer Thomas Flaherty, major changes and modern fire alarm equipment is in the process of being installed in the school system.

## FIRE AND ARSON INVESTIGATION

The new regulations instituted in 1989 have seen a decrease in burning vehicles for profit. The State Fire Marshall's Office is to be commended for enabling the Fire Department to have better control of fraudulent claims. However, this year saw an increase in arson cases in dwellings in town as well as statewide. Our office has had success in apprehending several of these individuals. Again, I would like to thank both the State Fire Marshall's Office and our own Police Department for their assistance.

## FIRE ALARM

All master boxes on municipal buildings and schools have been tested and found to be in good working order. Major changes have been proposed for the High School and Marshall Simonds Middle School Fire Alarm Systems.

All Town-owned traffic lights have been rebulbed a minimum of twice during the year and down time for repairs has been estimated at 1.7%. A new controller was installed at the Bedford and Middlesex Turnpike intersection. Ten new Master Boxes have been added to the municipal system for 1989. The Fire Alarm Division made 274 residential Smoke Detector Inspections and 78 Occupancy Permits, residential and commercial.

An entirely new Dispatch Center and Fire Alarm Console was placed into service at the new Headquarters on Center Street.




*New Ambulance*

## AMBULANCE REPORT

| | |
|---|---|
| Total Ambulance Runs for 1989 | 1,148 |
| Patients Transported to Medical Facilities | 996 |
| Burlington Residents | 481 |
| Non-Residents | 504 |
| Others (Police Officers, Firefighters, Town Employees) | 11 |
| Patients Refusing to be treated or transported for their illnesses or injuries | 197 |
| Patients treated at scene (no transport) | 19 |
| Patients treated at home (no transport) | 12 |
| BURLINGTON LOCATIONS: | |
| Accident Locations | 276 |
| Churches/Schools | 33 |
| Doctors' Offices | 6 |
| Fire Headquarters: | 7 |
| Hospital | 9 |
| Hotels | 31 |
| Other Locations (Example: Parks, Playgrounds, Fields, Parking Lots) | 51 |
| Places of Employment | 67 |
| Police Headquarters | 27 |
| Residential (Burlington) | 400 |
| Stores/Restaurants | 125 |
| TYPES OF CALLS: | |
| Auto Accidents (Burlington Only) | 276 |
| Airway Obstruction | 8 |
| Amputations | 3 |
| Burns (Severe) | 6 |

| | |
|---|---|
| Cardiac Arrest (6 Saves) | 20 |
| Diabetic Emergencies | 14 |
| Dead on Arrival (No Transport) | 7 |
| Heart Related (Angina, Heart Attacks, Etc.) | 77 |
| Illness (Various) | 125 |
| Impaled Object | 1 |
| Injuries (Fractures, Dislocations Lacerations, Severe Bleeding, Etc.) | 254 |
| Overdose (Drug or Alcohol) | 20 |
| Poisonings | 6 |
| Psychiatric Emergencies | 7 |
| Respiratory Emergencies | 66 |
| Severe Allergic Reactions | 8 |
| Seizures | 63 |
| Strokes (C.V.A.) | 16 |
| Suicides (Attempted) | 7 |
| Unconscious Patient | 26 |
| Woman in Labor | 6 |

MUTUAL AID TO:

| | |
|---|---|
| Billerica | 51 |
| Bedford | 12 |
| Lexington | 7 |
| Wilmington | 5 |
| Woburn | 11 |
| Total Mutual Aid Responses | 86 |

I would like to thank the members of the Burlington Fire Department for their dedication and professionalism, the Board of Selectmen and all Departments and Committees for their support over the last year.

Respectfully submitted,
Paul R. Thibault
Fire Chief

**RESCUE — FIRE EXPERIENCE RECORD**
**JANUARY 1, 1989 — DECEMBER 31, 1989**

| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | TOT. |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Accidents | 21 | 18 | 24 | 16 | 19 | 31 | 12 | 25 | 24 | 29 | 24 | 22 | 265 |
| Accidental Alarms | 35 | 31 | 35 | 21 | 39 | 25 | 43 | 27 | 22 | 19 | 16 | 18 | 331 |
| Apartments | 0 | 0 | 0 | 5 | 0 | 0 | 0 | 1 | 0 | 2 | 1 | 10 | 19 |
| Appliances | 2 | 1 | 3 | 2 | 2 | 2 | 4 | 3 | 2 | 3 | 5 | 7 | 36 |
| Auto Fires Incendiary | 5 | 4 | 5 | 0 | 5 | 0 | 4 | 0 | 0 | 0 | 0 | 0 | 23 |
| Auto Fires Suspicious | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Auto Fires All Others | 3 | 2 | 0 | 1 | 1 | 4 | 0 | 8 | 10 | 2 | 8 | 5 | 44 |
| Brush & Woodlands | 15 | 1 | 12 | 33 | 13 | 5 | 9 | 1 | 2 | 6 | 5 | 1 | 103 |
| Dumpsters | 4 | 4 | 1 | 2 | 1 | 1 | 2 | 1 | 2 | 3 | 4 | 0 | 25 |
| Electrical | 3 | 2 | 1 | 4 | 1 | 1 | 0 | 5 | 1 | 4 | 3 | 1 | 26 |
| False Alarms | 9 | 16 | 8 | 15 | 7 | 13 | 8 | 12 | 20 | 10 | 11 | 6 | 135 |
| Grass Fires | 0 | 1 | 2 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 5 |
| Hazardous Materials Spills, Leaks, Vapors | 3 | 6 | 3 | 7 | 4 | 8 | 5 | 7 | 0 | 6 | 7 | 6 | 62 |
| Hazardous Materials Arcing Wires, Bomb Scares, Power Line, Etc. | 3 | 7 | 1 | 0 | 4 | 9 | 12 | 3 | 5 | 1 | 4 | 1 | 50 |
| Hotel/Motel | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 2 | 6 |
| Industrial/Manufacturing | 0 | 0 | 0 | 2 | 1 | 3 | 0 | 0 | 0 | 0 | 0 | 3 | 9 |
| Inservice Inspections | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 7 | 6 | 15 |
| Injury & Death Firefighter Emergency | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Injury & Death Firefighter Nonemergency | 0 | 1 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| Injury & Death Civilian | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Injury & Death EMS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Malfunction Alarm System | 15 | 26 | 16 | 12 | 1 | 13 | 16 | 18 | 0 | 28 | 36 | 48 | 229 |
| Medical Aid | 71 | 61 | 61 | 52 | 75 | 78 | 66 | 78 | 60 | 73 | 71 | 77 | 823 |
| Mutual Aid | 1 | 2 | 4 | 2 | 4 | 3 | 3 | 0 | 0 | 2 | 4 | 5 | 30 |
| Private Dwellings | 5 | 1 | 11 | 2 | 7 | 0 | 5 | 4 | 0 | 4 | 1 | 14 | 54 |

| | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Public Assemblies Churches, Rest., Clubs, etc. | 0 | 1 | 1 | 3 | 1 | 0 | 1 | 0 | 0 | 1 | 1 | 2 | 11 |
| Rescue | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 |
| Rubbish | 4 | 0 | 5 | 0 | 1 | 0 | 2 | 2 | 0 | 1 | 1 | 1 | 17 |
| School/College | 0 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 |
| Stores | 1 | 2 | 1 | 1 | 0 | 0 | 3 | 0 | 0 | 0 | 3 | 13 | 24 |
| Storage Areas Garages Barns, etc. | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 3 |
| Structures Not Listed Vacant Bldg, Bldg Under Const. | 0 | 2 | 1 | 0 | 2 | 0 | 0 | 2 | 23 | 0 | 0 | 1 | 41 |
| Truck Incendiary | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 2 |
| Truck Suspicious | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Truck All Other | 0 | 1 | 0 | 1 | 0 | 1 | 0 | 3 | 0 | 3 | 2 | 0 | 11 |
| All Other Responses Lock Outs, Smoke Scares, etc. | 6 | 11 | 9 | 18 | 6 | 6 | 14 | 5 | 11 | 10 | 6 | 5 | 107 |
| Misc. | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Investigations | 0 | 0 | 1 | 0 | 0 | 8 | 5 | 0 | 0 | 0 | 0 | 0 | 14 |
| Total Fire Calls | 206 | 207 | 207 | 203 | 196 | 217 | 215 | 206 | 192 | 210 | 221 | 255 | 2535 |
| Total Rescue | 90 | 80 | 85 | 73 | 103 | 115 | 81 | 107 | 90 | 103 | 107 | 118 | 1152 |
| | | | | | | | | | | TOTAL RUNS 1989 | | | 3687 |

# DEPARTMENT OF PUBLIC WORKS

I hereby submit the Annual Report of the Department of Public Works for the year ending December 31, 1989.

Respectfully submitted,
Syamal N. Chaudhuri P.E.
Superintendent of
Public Works

## ADMINISTRATION

The Department of Public Works was forced to raise the Water and Sewer rates during 1989 due to the large increase in assessment on our sewer discharge from the Mass. Water Resource Authority. This resulted in the sewer surcharge on the water bills being increased from 80% of the water charge to 200%. One of the side effects of this increase is a growing interest in water conservation and approximately 1,000 water conservation kits were given out by the Water & Sewer Billing Section. There are approximately 500 of these kits still available to Burlington residents with a limit of one per household.

The purchasing clerk processed and set up for payment 2,288 purchase orders for the seven divisions of the Department of Public Works.

The Administrative Section also issued 50 sewer permits and 128 street opening permits during 1989. The fee for the street opening permits was increased for this year from $5.00 to $30.00.

The Customer Service Section received approximately 700 calls which were forwarded to the proper divisions for handling and follow up.

Respectfully submitted,
Donald L. Reece
Administrative Assistant

## ENGINEERING DEPARTMENT

Following is a summary of the projects in which the Engineering Department has been involved during 1989:

### Pavement Management Program

A total of eighteen (18) streets have been improved by grinding and paved with binder and 1½" overlay or being paved with 1½" overlay only.

This also included improvements to the storm drainage systems in Cedar Street and Chester Avenue.

### Local Drainage

Repairs and improvements were made to the following drainage areas:

Lexington Street
Woodside Lane
James Street
Randall Drive
Spruce Hill Road
(proposed improvements/maintenance)



*Lexington St. Drainage Improvements Constructed by Burlington Loam Inc. for the Town. Jon Bodendorf, Assistant Engineer on the Transit. (Photo Credit Joe Brown Photos)*

**Local Sewer**

Repairs and improvements were made to the following sewer lines:

Lucaya Circle
Freeport Drive
Ardmore Avenue

The replacement of the main pumps located on Terrace Hall Avenue were designed by staff and are being installed by the water and sewer department personnel.

**Winn Street Corridor Improvements**

This project has been designed to the 25% stage by Fay, Spofford and Thorndike Engineers.

**Town Hall**

Specifications were drafted, bidding coordinated and contractor selection made for painting and other exterior improvements to Town Hall.

Preliminary plans were made for renovations to the interior of Town Hall to accommodate internal moves once the Human Services Center (Center School) opens. More definitive plans were postponed due to the fire at the Center School.

**Human Services Center**

Coordination of furniture acquisition for all applicable departments (including drafting of specifications and bidding procedures) were made by staff. Actual bidding and acquisition was cancelled due to the fire at the Center School.

**Storm Water Management**

The Ipswich River Basin Drainage Study conducted by Camp Dresser & McKee Engineers was monitored and reviewed. This study now completes the storm water management investigation for the entire Town.

**Sump Pump Redirection Program**

This program was instituted as a result of a proposal by the Board of Selectmen and Syamal N. Chaudhuri, Superintendent of Public Works to the State Department of Environmental Protection. The

program basically provides for the removal of illegal residential sump pump hookups to MWRA sewer lines and redirecting them to the Town storm drainage system. A credit is then issued by the MWRA to the Town for an additional sewerage allotment. Most of these illegal hookups were found as a result of smoke tests conducted by the Town in 1988 as part of the Town's Inflow and Infiltration Study.

Programs of this type indicated the Town's cooperation in addressing the surcharge and overflow to Horn Pond in Woburn. This program is being performed at no cost to the residents of Burlington.

This sump pump program being funded by the private sector, is a first in the country and is being used as a prototype now by many other communities. An approximate total of 80 sump pumps were disconnected and redirected during 1989.

**Water Supply**

The Town has made steps this year to improve the quality and quantity of its water supply.

The design of lagoons to be installed at the Mill Pond Reservoir was completed this year by Metcalf & Eddy Engineers. The Town has received a state grant in the amount of $454,000 for the implementation of this project. All of the necessary permits have been received and we expect construction of this project to be completed by March, 1991.

The installation of these lagoons will improve the quality of our water supply from the reservoir along with an increase in capacity of the reservoir as a result of the proposed removal of existing sludge.

The Town has also, as a result of several years of negotiations with the potential responsible parties, undertaken the design of Phase II of the Water Treatment Plant at Vine Brook. Prior to the construction of Phase II, a "safe yield study" must be completed to confirm the design capacity of the southern portion of Vine Brook. This site investigation is now being conducted.

**Tennessee Gas Beverly/Salem Lateral Improvements**

This project was closely monitored during the installation of the new pipeline. The project extended from the Bedford Street Station to the Wilmington Town Line. As a result of this close monitoring and negotiations, many improvements were made to the Town's infrastructure.

**New Dog Pound**

All permits were received and construction has started on the New Dog Pound. Occupancy is planned for May 1, 1990.

**Site Plans**

The Engineering Department was assigned the task of developing and finalizing site plans for the following (including representation to various Town Boards and Commissions for permits):

Fire/Police Stations
Reservoir/Lagoons
Human Services Building/Center School

The Engineering Department also designed the foundations for the bleachers at the High School and the new Dog Pound.

Respectfully submitted,
Pete G. Peters, P.E.
Town Engineer

**CEMETERY DIVISION**

During this past year, the Division's personnel conducted 90 burials and sold 150 lots. Fences were repaired, foundations installed, bushes trimmed, and grass cut, as well. The Division continued to utilize workers from the Veterans Administration due to the increased workload. The Engineering Division laid out 150 single graves and 100 double deep graves with no vaults.

At a Special Town Meeting in November, it was voted to appropriate $1.7 million to acquire the Seminatore property on Bedford Street. It is anticipated that a portion of this property will eventually be utilized for cemetery purposes. It is expected that our present cemetery space will be exhausted within the next three years.

I would like to thank town officials and various departments for the assistance provided this Division throughout the year.

Respectfully submitted,
Harry E. Enos
Assistant Superintendent

**HIGHWAY DIVISION**

The Highway Division conducted its routine maintenance of roadways, drainage easements, street and traffic signs, fences, guardrails, and snow & ice removal from our road surfaces. Burlington experienced a very mild winter in 1988. January, February and March of 1989 were very mild months also.

Storm Totals for 1989, six storms and 24" of snow. Following the Winter season, the division experienced many man-hours repairing damages caused by winter plowing, such as replacing mail boxes, fences, installing berms, driveway aprons, planting shrubs and trees and installing guardrails.

Many man hours were spent during April and May sweeping sand from town streets and public building parking lots.

The Pavement Management Program was in full swing once again. Resurfacing and construction were completed on the following streets:

Garrity Rd.—from Bedford St. to Crowley Rd. Crowley Rd.—from Middlesex to Corcoran Rd. Corcoran Rd.—Entire Length of Street. Sunset Dr.—from Arlington Rd. to Dead End. Mildred Rd.—from Stoneybrook Rd. to Sunset Dr. Stoneybrook Rd.—from Michele Dr. to Burlington Mall Rd. Arlington Rd.—from Cambridge St. to Sunset Dr. Paige Rd.—from Wildmere Ave. to Dead End. Moss St.—from Jonathan Rd. to Upland Rd. Upland Rd.—from Moss St. to Beaverbrook Rd. Beaverbrook Rd.—from Wilmington Rd. to Foxhill Rd. Foxhill Rd.—from Hart St. to Westwood St. Wheatland St.—from Richfield Rd. to Kingsdale St. Taylor Ave.—from Pontos Ave. to Skilton Ln. Sumpter Rd.—from County Rd. to Orleans Rd. Harris Dr.—from Chandler Rd. to Freeport Dr. Duncan Rd.—from Beacon St. to Dead End. Pathwoods Ave.—from Hillcrest Rd. to Princeton Rd. Sewall St.—from Cedar St. to University Ave. Chester Ave.—from Wilmington Rd. to Harvard Ave. Cedar St.—from Francis Wyman Rd. to Skelton Rd. Prouty Rd.—from Wilmington Rd. to Billerica Line Blanchard Rd.—1500 ft. From Bank 5 to Tennis 128.

Sign vandalism continued to be a major problem. Replacement of vandalized or stolen street signs costs exceed $25,000.00. Continued efforts will be made to devise new methods of sign installation to deter vandalism.

Sections of new drain pipes were installed at the following locations:

Mildred Rd.—University Ave.—Lexington St.
Ardmore Ave.—Lucaya Circle—and Corcoran Rd.

Three temporary truck drivers were hired for replacement of injured personnel.

Gerry Mills—Alma Rd., Burlington
Robert Campbell—Forbes Ave., Burlington
Gerry Stevens—Loves Ln., Woburn

Respectfully submitted,
William Bannon
Asst. Superintendent

## WATER AND SEWER DIVISION

The following describes work performed by Water and Sewer personnel during the calendar year of 1989.

There were 23 sewer blocks totaling 18,600 ft. of sewer lines rodded.

A total of 88 sewer emergency calls after working hours. This includes power failures and pump failures.

This year 4 D.P.W. employees attended classes on pump packing and leak detection.

Hydrants were flushed and re-flushed over a two month period of time including gates exercised. Over 1400 hydrants were flushed.

| | |
|---|---|
| Water Breaks | 30 |
| Repaired Hydrants | 80 |
| Frozen Water Services | 5 |
| Meter Installed | 474 |
| Hydrants Inst. | 6 |

Replaced pump at Keans Rd. Upgraded control circuit (sewer station). Rebuilt rheostat at main sewer station. Rebuilt control circuits at Fr. Wyman & Lexington St. (sewer stations).

SUMMARY: The above information is not inclusive of all sewer and water maintenance performed; it does, however, cover major responsibilities and emergencies that occurred in 1989.

Respectfully submitted,
Joseph C. Impemba
Assistant Superintendent

## WATER TREATMENT PLANT

The year 1989 started off promising to be a very dry year, with the Mill Pond Reservoir very low, insufficient river flow for diversion purposes, and an extremely low water table combined to make 1989 a true test of Burlington's water production sources. As luck would have it, early spring turned into one of the wettest springs and summers in a long time. The wet period plus water conservation technique made 1989 a less stressful time for Burlington's Water Treatment Division.

In keeping with Burlington educational goals, Water Manager William Keene conducted numerous talks and lectures at local schools and civic organizations. These talks covered such areas as conservation, water production, Water Geology Hydrology and Water Distribution. It is the feeling of the Department of Public Works that the earlier we start to educate Burlington residents that water is not an inexhaustible resource, the easier it is to make them understand water conservation techniques on a Town-wide basis. The Water Plant operators who also are keeping pace with the latest in design and operational techniques attended courses on Filtration Design, Plant Management, and Backflow Survey. Several were certified in the operation and maintenance of Fluoridation Systems.

Several Capital improvements were made at the Mill Pond Reservoir and Satellite Stations. The clean-

ing and rejuvenation of the popular P.S.#1 on Terrace Hall Avenue was completed in late November. The Pump and Gravel packed well was totally rejuvenated with excellent results. The next cleaning is not expected until at least 3 to 5 years. I expect continued high quality water from this well which is very popular with local residents, surrounding towns and even residents from New Hampshire who work locally. The Mill Pond Reservoir had several pumps rebuilt and piping modifications were completed. The Lagoons for handling Sludge, a New Generator and lift pump is expected to be let out to contract in February 1990. The Billerica Diversion Station had pump #2 rebuilt in 1989, and it is expected to remain in good working order for at least 3 or 4 years, before total replacement is necessary.

The Analytical Testing Program continued in 1989 with not only further monitoring of the contamination plume but extended monitoring of the production sources. The Town also has further plans to extend its Corrosion Control Program in 1990.

As part of the Safe Drinking Water Act the Town has instituted a Backflow Survey and Containment Program which will be in full swing in 1990. This program, while mandated by the state and federal government, is fully controlled by the Town since we have been given Designee Status.

While this program will not be a popular program, it will not cost the Town of Burlington anything since it is self-supporting.

In conclusion, it is the feeling of this Division that the steps taken in 1989 for further well replacement and treatment will keep Burlington in good standing for many more years to come.

Respectfully submitted,
William D. Keene
Water Manager

## YEARLY SUMMARY SHEET 1989

| Month | Wells | SWTP | CWTP | Total |
|---|---|---|---|---|
| January | 41,681,000 | 54,341,000 | Off Line | 96,022,000 |
| February | 32,271,000 | 52,618,000 | Off Line | 84,889,000 |
| March | 37,419,000 | 61,919,000 | Off Line | 99,338,000 |
| April | 37,765,000 | 58,915,000 | Off Line | 96,680,000 |
| May | 42,403,000 | 68,844,000 | 5,926,000 | 117,173,000 |
| June | 26,470,000 | 69,894,000 | 24,608,000 | 120,972,000 |
| July | 25,217,000 | 81,598,000 | 22,197,000 | 129,012,000 |
| August | 31,025,000 | 82,316,000 | 19,005,000 | 132,346,000 |
| September | 33,751,000 | 64,784,000 | 21,348,000 | 119,883,000 |
| October | 24,488,000 | 53,745,000 | 24,488,000 | 102,721,000 |
| November | 5,090,000 | 72,525,000 | 13,710,000 | 91,325,000 |
| December | 33,263,000 | 63,877,000 | Off Line | 97,140,000 |
| Totals | 370,843,000 | 785,376,000 | 131,282,000 | 1,287,501,000 |

**1989 Daily Avg.:** 3,527,000 MGD
**Max. Day Consumption:** June 22, 1989
**Amount:** 6,403,000
**Max. Week Consumption:**
July 31 to Aug. 6, 1989
**Amount:** 33,672,000

**Billerica Diversion Station**

| | |
|---|---|
| Jan. | 79,771,000 |
| Feb. | 91,361,000 |
| March | 107,150,000 |
| April | 127,012,000 |
| May | 87,999,000 |
| June | Off Line |
| July | 59,620,000 |
| August | 45,293,000 |
| Sept. | Off Line |
| Oct. | 212,262,000 |
| Dec. | 36,515,000 |

**Billerica Diversion Station Gallonage**
Amount: 846,983,000
**Total of Services:** 7,088
**Gallonage Residential:** 577,548,000
**Gallonage Commercial:** 533,123,000
**Water Sold**—None Sold 1989

## YEARLY SUMMARY SHEET 1989

| | | |
|---|---|---|
| | OFF | 49,916.3 |
| PS#1 | ON | 43,650.8 |
| | | 6,265.5 |
| | OFF | 60,762.1 |
| PS#2 | ON | 54,809.2 |
| | | 5,952.9 |
| | OFF | 33,174.0 |
| PS#3 | ON | 30,457.2 |
| | | 2,716.8 |
| | OFF | 8,019.1 |
| PS#4 | ON | 5,057.8 |
| | | 2,961.3 |
| | OFF | 42,588.8 |
| PS#5 | ON | 39,626.8 |
| | | 2,962.0 |
| | OFF | 32,839.8 |
| PS#6 | ON | 29,084.4 |
| | | 3,755.4 |
| | OFF | 18,449.8 |
| PS#7 | ON | 17,082.3 |
| | | 1,367.5 |
| | OFF | 10,959.9 |
| PS#8 | ON | 6,241.7 |
| | | 4,718.2 |
| | OFF | — |
| PS#9 | ON | OFF LINE |
| | | — |
| | OFF | OFF LINE |
| TNS | ON | OFF LINE |
| | | — |

**Billerica Diversion Station**

| | | |
|---|---|---|
| | OFF | 33,329.1 |
| P#1 | ON | 29,093.3 |
| | | 4,235.8 |
| | OFF | 38,118.2 |
| P#2 | ON | 36,376.5 |
| | | 1,741.7 |

Total Gals. 846,983,000

**Water Treatment Plant**

| | | |
|---|---|---|
| | OFF | 40,550.8 |
| PS#1 | ON | 37,802.8 |
| | | 2,748.0 |
| | OFF | 38,307.2 |
| P#2 | ON | 36,902.0 |
| | | 1,405.2 |
| | OFF | 39,524.4 |
| P#3 | ON | 35,491.3 |
| | | 4,033.1 |

**Bactriology**

| | |
|---|---|
| WTP | 146 |
| Well | 235 |
| Dist. | 516 |
| Total: | 897 |

**Chemicals**

| | |
|---|---|
| WTP | 6,783 |
| Wells | 510 |
| Dist. | — |

**PUMPING STATION #1**
**Water Tap Terrace Hall**
**Total Gallons: 125,290 gals.**

AUG. Month 10,441 Gals.
Based on 11 months of Operation PS#1

Off Line for month of NOVEMBER

## CENTRAL MAINTENANCE

During 1989, the Town of Burlington purchased five new police cruisers and the old cruisers were added to the fleet at the Town Hall, replacing the cruisers from previous years.

Central Maintenance conducts weekly checks on all cruisers, and bi-weekly services with oil and filter

changes. These cars must be checked often, as they are running on the average of 24 hours a day.

Central Maintenance also performs all preventative maintenance on Highway, Water & Sewer, and Recreation vehicles.

During the summer months, the mechanics sanded and painted the bodies of some of the older vehicles, as well as sandblasting all of the sanders utilized by the Highway Division.

Respectfully submitted,
Guy J. DeFilippo
Assistant Superintendent
Central Maintenance

# CONSERVATION COMMISSION

The Commission continues to be involved in a wide variety of matters that relate to the protection of critical environmental issues in the community. Included are regulatory activities, enforcement actions, education, technical assistance to other officials and residents, special projects, and land management.

Figure 1 has been prepared to illustrate the regulatory actions of the Commission in 1989 and previous years. The Commission, since hiring the present Conservation Administrator, has been more involved in areas under this jurisdiction. This includes activities in wetlands, land subject to flooding, the banks of water bodies, and land under water bodies. Work in these areas, or within 100 feet of these areas, are subject to the review and input of the Conservation Commission. The graph represents only the regulatory work of the Conservation Commission.

The protection of resource areas is a critical part of the Town's economic and environmental well being. Failure to protect these areas has had, and can continue to have, negative impacts on the community. We intend to provide greater education in identifying resource areas and protecting them. These natural resources perform a function which can not adequately be replaced. For example, a swamp provides a buffer for periods when water levels are increased, protection for water taken from wells and streams, a means to absorb some chemicals and nutrients, and an invaluable area for wildlife. The cost of attempting to build structures or areas that attempt to perform the same range of functions would be excessive. The constructed facility would, in all likelihood, not be as effective as the swamp that existed naturally. Resource areas have an importance that is defined as interests which are often overlooked when a project is proposed in one of the areas.

The Conservation Commission and Conservation Administrator have continued to pursue additional training and education. Various training sessions attended include seminars on flooding and basic hydrology (hosted by the Town), regulatory seminars, a session on urban hydrology and detention/retention basin design, and numerous other sessions. The Administrator is a member of the Board of Directors of the Massachusetts Society of Municipal Conservation Professionals and has been involved in monthly training sessions with that organization. Representatives of State and Federal agencies as well as other persons with relevant expertise have made presentations.

The May, 1989 Town Meeting members amended the Commission's budget to include monies for a Student Intern. The Commission is using this money to help support Staff and to assist in some of the areas that require greater attention. One area of special concern is land management, and land acquisition. The Commission has acquired jurisdiction over a number of properties in the Town in the past two decades. These lands generally include protected resource areas but also include land that can be and has been used for passive recreation. The Intern, Elisabeth Lloyd, prepared a draft document that listed all of the lands under the jurisdiction of the Conservation Commission. She also assisted in daily office activities and researched titles of properties. Her work illustrated the benefit of having additional assistance in the Conservation office and the growing need to address the Conservation lands.

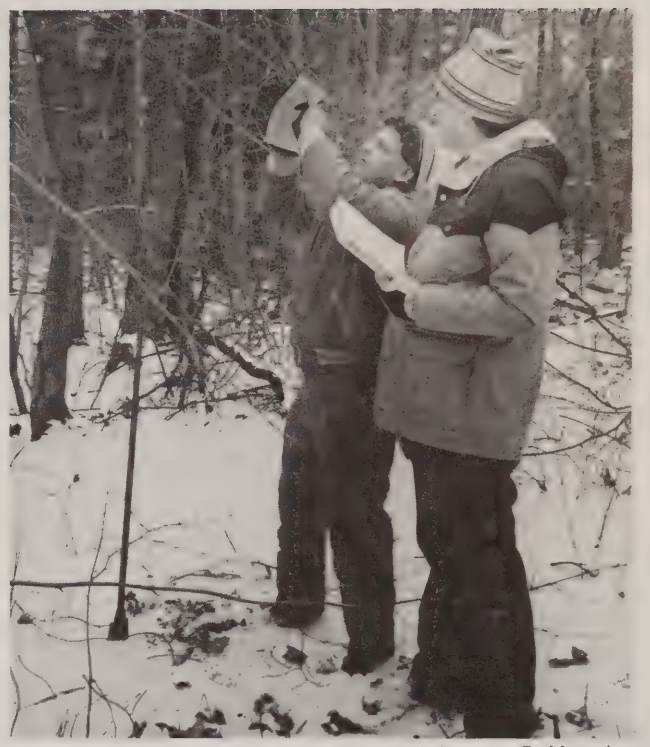
The Conservation Commission intends to make every effort to promote the proper use of their lands. These properties are recreational areas that are generally being under utilized, misused and abused. Trash dumping, off-road vehicles, parties and evidence of other inappropriate uses of the land are common. The research done by the Intern suggests that in places people have encroached upon the land. In some cases the land has not been properly registered at the Registry of Deeds. These lands need to be more actively managed. They are a resource which must be protected. The Commission wants to encourage the proper use of the land, to locate and stop the abuses of the property, and to increase land management activities. We will use interns, try to commit more of the Administrator's time and seek funds to achieve a goal of having properties that enhance the quality of life in Burlington. The Commission also hopes to continue to work with Scout groups, School officials and other volunteers, without whom land management would not be successful.

In May, 1988 Town Meeting appropriated money to have the wetlands mapped in Burlington. Aerial photographs, using infrared photography, were taken in April of 1989. The photographs were then given to a consultant to identify areas that were either wetlands or water bodies. That work has been com-

pleted. The consultant is in the process of field verifying the information on the aerial photographs. The present time frame for having an updated set of maps is Spring of 1990. Thereafter, a report of the areas, their significance and other information will be prepared and available to residents. The effort should prove to be a valuable tool to any person seeking to determine if the Conservation Commission may have jurisdiction over an area.

Respectfully submitted,
Constance McElwain
Chairman
Michael Cheifetz
Vice Chairman
Valorie Tobias
Treasurer
Paul Groulx
Catherine LeBlanc
Karen Moyer
Stanley Murphy

Staff:
Brian J. Monahan
Conservation Admin.
Margaret Merlesena
Clerk

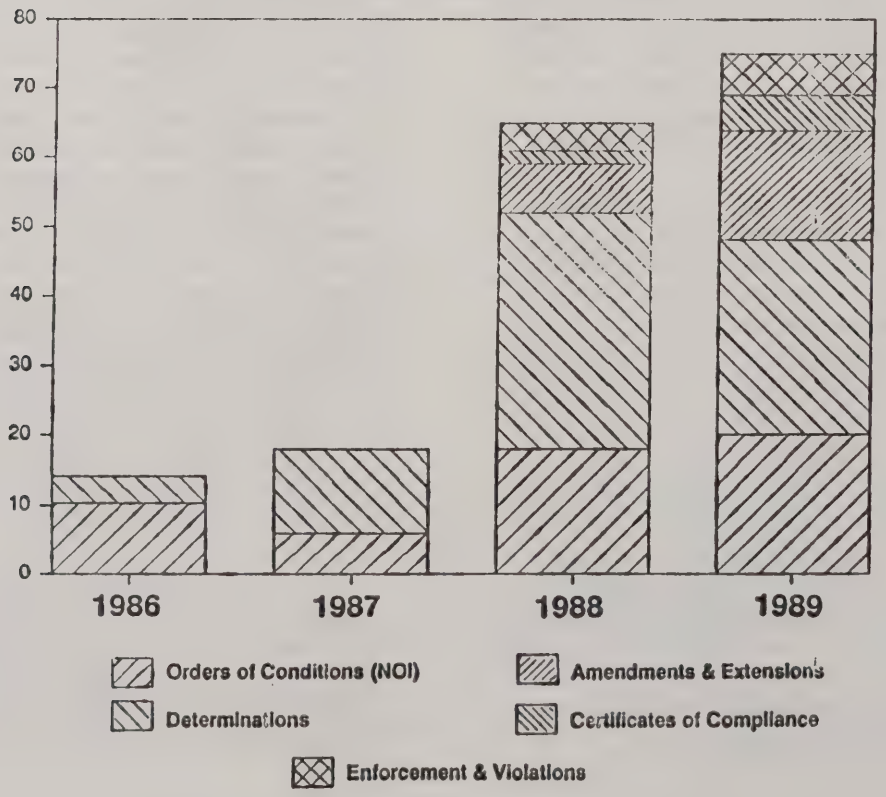


*Biologist T. Tiner and Conservation Administrator B. Monahan field verify wetlands delineated on infrared aerial photograph. (Photo by: J. Richard)*

## Burlington Conservation Commission

### Figure 1

*Regulatory Activity - 1986 through 1989*



# BOARD OF APPEALS

The Board of Appeals of the Town of Burlington is created under Section 9.5.1 of the Zoning By-law, pursuant to Chapter 40A of the Massachusetts General Laws. The two alternate and five permanent members of the Board are appointed by the Town Administrator to unpaid terms of one and five years respectively. Its purpose is to hear and decide appeals from an adverse decision of the Building Inspector or any Town Board, to make determinations in Flood Hazard Districts, to hear and decide petitions for variances, in particular instances to permit signs in a Business or Industrial Zoning District larger than those specified in the Zoning By-law and, to issue comprehensive permits under MGL Chapter 40B.

The vast majority of cases heard by the Board are petitions for variances from strict compliance with the Zoning By-law. After giving notice, by mail, to the abutters of the affected parcel and giving notice to all others by newspaper publication, the Board holds a public hearing to hear all of the evidence either in favor of or in opposition to the granting of the variance.

In order to grant a variance from the strict requirements of the applicable zoning by-law, the Board must find the following:

1. That, owing to circumstances relating to the soil conditions, shape or topography of such land or structure which is the subject matter of the petition for a variance, and especially affecting such land or structure, but not affecting generally the zoning district in which it is located, a literal enforcement of the provisions of the zoning by-law would involve substantial hardship, financial or otherwise, to the petitioner.

2. That desirable relief may be granted without substantial detriment to the public good.

3. That desirable relief may be granted without nullifying or substantially derogating from the intent and purpose of the by-law.

The burden upon the Board of Appeals is a great one and cannot be taken too lightly because the collective decision that it makes will have a lasting effect upon the Town and its citizens. It is the only Town Board with explicit authority given by the State Legislature to actually allow citizens to avoid complying with the law, in appropriate situations.

There is no set formula by which the Board can make its decisions so that every decision appears compatible with the other. What may be a substantial derogation of the intent and purpose of the zoning by-law in one area of town may not be so in another. Consequently, it is difficult to compare any one decision of the Board with another. Each case must be treated individually and must stand on its own merits and not be decided by precedence.

In 1989 the Town Administrator appointed Franklin Pierce to a one year term as first alternate, Denzil McKenzie to a one year term as second alternate, and Mario Culot, John Sullivan and Arthur Ferreira to five year terms as permanent members. Ernest Covino, a member of the board since 1983, resigned effective May 1, 1989 due to an appointment to fill a vacant seat on the Planning Board. The Board thanks Ernie for his years of constructive service.

In 1989 the Board heard 41 cases which generated $5,055.00 in fees. Expenses not including salaries were $3,817.30.

The members of the Board of Appeals are pleased and honored to serve the town and look forward to another successful year of dedicated service to its citizens.

Respectfully submitted,
Jayne Hyde, Chairman
Mario Culot, Vice Chairman
Carl Giannelli, Clerk
Arthur Ferreira
John Sullivan
Franklin Pierce, First Alternate
Denzil McKenzie,
Second Alternate
Linda DiPrimio, Secretary

# BUILDING INSPECTOR

I herewith submit my report as Building Inspector for the year 1989.

**PERMITS ISSUED**

| | | |
|---|---|---|
| Dwellings | 28 | $ 2,295,375.00 |
| Additions Dwellings | 159 | 2,611,066.00 |
| Alterations Dwellings | 142 | 888,834.00 |
| Business | 12 | 26,854,732.00 |
| Alterations Business | 151 | 16,347,660.00 |
| Residential Garages | 9 | 122,500.00 |
| Swimming Pools | 32 | 161,791.00 |
| Signs | 86 | 170,025.00 |
| Miscellaneous | 79 | 560,400.00 |
| Demolitions (4 Dwellings, 5 Miscellaneous) | | |
| | | $50,012,383.00 |
| Estimated Cost of Building | | $50,012,383.00 |
| Total Number of Permits Issued | | 707 |
| Total Fees Posted | | $96,447.11 |
| Applications For Certificates Of Inspection | | 19 |
| Fees Collected For Certificates | | $1,090.00 |

Respectfully submitted,

Francis R. Moran
Building Inspector

# WIRING INSPECTORS

We herewith submit our report as Wiring Inspectors for the year 1989.

| | |
|---|---|
| Number of Permits Issued | 642 |
| Fees Posted | $11,933.00 |
| Number of Inspections Made | 954 |

Respectfully submitted,

William E. Fairweather
John O'Keeffe
Wiring Inspectors

# PLUMBING & GAS INSPECTOR

The following permits were issued by the department in 1989.

| | | |
|---|---|---|
| 410 | Plumbing Permits | $10,254.00 |
| 159 | Gas Permits | $ 1,750.00 |
| 60 | Sewer Permits | $ 1,800.00 |

The Plumbing Department has seen some changes this year. Robert DiFelice resigned in September. William Callahan was hired to fill the vacancy in mid-December.

I would like to take this opportunity to thank John Shaw, and William and Peter Farfaras for their help in conducting the inspections in the interim. Their assistance is greatly appreciated.

Respectfully submitted,

Francis R. Moran
Building Inspector

# VETERANS' SERVICES

Office Hours:

Monday through Friday, 8:30 a.m. to 4:30 p.m. and evenings and weekends by appointment.

**RECEIPTS**

| | |
|---|---|
| State Reimbursements for 1989 | $19,333.44 |
| Federal VA awards to Burlington residents through this office | 63,256.00 |
| Total VA expenditures in the Town of Burlington | 1,857,384.00 |
| Number of Veterans in Burlington—1989 | 2,614 |

This office provides service in a variety of areas, among which are the following:

1. **VETERANS' BENEFITS**—Massachusetts General Laws Chapter 115 grants eligible Burlington veterans and their dependents food, clothing, shelter, and medical care. The costs of these benefits are usually borne twenty-five per cent (25%) by the community and seventy-five per cent (75%) by the State. In certain instances money is recovered from the veteran if he or she later receives compensation settlements, court judgments or other qualified proceeds. These benefits are intended to be temporary in nature and not a full time support system. The definition of veteran is provided in MGL Chapter 4, Section 7, Clause 43.

2. **VETERANS ADMINISTRATION**—US Code, Title 38 directs federal benefits directly to Burlington veterans and their families. These include pensions, disability compensation, final expenses, education, hospitalization, mortgage assistance, outpatient care, and domiciliary care. Introduction, exploration, evaluation, assistance, and counseling are offered at the local level to facilitate access to these programs.

3. **DECEASED VETERANS**—Assistance is given to families of deceased veterans in reviewing available benefits, filing for government insurance, obtaining burial allowances and obtaining lots in Chestnut Hill Cemetery. Each veterans grave was inspected and maintenance performed resulting in the well-manicured appearance evident on Memorial Day.

4. **GRAVES OFFICER**—Section 9 of Chapter 115 MGL requires flags of the United States to be placed on graves of deceased veterans each Memorial Day. Cooperation in this responsibility has always been afforded by the Town's Cemetery Department. Individual markers and wreaths are purchased for the graves and for the sixteen commemorative monuments.

5. **ALLIED VETERANS COUNCIL**—The Veterans Agent is a member of the Burlington Allied Veterans Council comprised of representatives of the American Legion Post #273, VFW Post #7423, DAV Post #113 and the Burlington Detachment of the Marine Corps League. Much effort is put forth to insure proper observances of Memorial Day and Veterans Day. The Council further conducts Poppy (Forget-Me-Not) sales through its member organizations at the



*Joshua Sims, 4 & Marsha Simmons, 3½ romp thru the cemetary on Memorial Day on their way to the ceremonies.*

Town's election sites. Veterans Day 1989 saw the dedication of Sgt. Raymond W. Litchfield Square and Pvt. Eric S. Carlberg Square. Ceremonies were held with the respective widows of these two outstanding soldiers. All of Burlington is proud of their service and accomplishments.

The POW/MIA flag donated by the Council is flown from the Town Hall to help us remember those still missing and those who suffered as prisoners of war. Memorial Day exercises continue to draw ever increasing numbers of people. The memorial flag pole at Chestnut Hill Cemetery is now lighted at night so that our flag can fly proudly there twenty four hours a day

6. **FUEL ASSISTANCE PROGRAM**—Eligible Burlington residents under sixty years of age apply for this State/Federal program through this office. As of the 22nd of January 1990, over 120 families had received funds for the 1989/90 fuel season. During the 1988/89 fuel season, over fifty-two thousand dollars was paid through this program for fuel costs of needy Burlington residents.

7. **VETERANS AFFAIRS**—Numerous consultations with local veterans regarding employment possibilities, rehabilitation through various programs, including the State and Federal Outreach Centers, individual problems, effects of new legislative proposals and updating of existing programs continue to claim a proportionate share of the time spent by the office. This agent has been appointed to the Massachusetts Veterans Agents Legislative Affairs Committee and been instrumental in the passage of several pieces of legislation helping veterans and their dependents.

8. **SURPLUS FOOD PROGRAMS**—This office, with volunteer help, distributed tons of surplus food products to needy Burlington residents. Egg mix, peanut butter, corn meal, rice and pork were among the items received by those who came to the Town Hall, and further disbursements were made at the elderly housing complex. The Recreation Department under

Jim Marchese and the School Lunch Department under John Puzine were most cooperative as are the ever-faithful and helpful Miriam Malkasian, Harold Smith and Paul Christiansen. This office also assists with the Thanksgiving and Christmas programs managed by People Helping People (a.k.a. Burlington Santa). Over one hundred families were helped by these programs this past holiday season.

9. **CIVIL SERVICE/LABOR SERVICE DIRECTOR**—This office now has full responsibility under Department of Personnel Administration rules and regulations for positions under the Labor Service. Persons wishing to apply for Civil Service positions under the Labor Service may do so by coming to our office and filling out the proper application. A person then receives his/her Civil Service number and pending requisitions from the various departments for job openings, will be on the eligible list. Appointing authorities will continue to exercise their existing function as will the State Division of Personnel and the Civil Service Commission on appeals, tests, and disciplinary hearings.

10. **MEMORIAL SCHOOL**—Hats off to Ann McNamara, Principal of Memorial School and her staff in their continued efforts to ensure their students know and appreciate the fact that their school has been dedicated in the name of Burlington veterans. She has once again overseen the sending of Christmas cards to the veterans at the VA hospital during the holiday season. She has also instituted a program to design a fitting emblem for the school and we look forward to the unveiling. Thank you Memorial School.

11. **GENERAL**—It is requested that appointments be made if at all possible to allow the most efficient allocation of time and to allow sufficient attention to each veteran, dependent or citizen inquiring of these many programs.

A final thank you for exemplary cooperation to the Veterans Administration, the State Office of Veterans Services, the local Social Security representative Francine Kollias, the Cemetery Department (Harry Enos), all those great workers in the Recreation Department under Jim Marchese, and all those generous citizens who provide for so many through People Helping People.

Respectfully submitted,

Ronald C. MacKenzie, Director

# COMMUNITY LIFE CENTER

The Burlington Community Life Center is a Department for the Town with the responsibility of providing mental health and social services to families with adolescents and young adults. BCLC also provides information and referral services for all Burlington residents of any age.

The BCLC has been in operation since 1974 when it became a Town department. Prior to this, the agency opened under the name of House of Common in 1972.

The BCLC works with adults and young people on such diverse problems as drug and alcohol use, parenting skills, family conflict, marriage and relationship problems, depression and suicide, neglect and the like. The BCLC is funded by the Town of Burlington in order to provide free services to residents.

The BCLC offers individual group and family therapy services to residents of the town, and our philosophy is oriented toward involving entire families in treatment whenever possible. Since it is within the family that these problems are most acutely felt, and these same families often possess the best and most available resources to resolve these problems, we feel that famiily therapy is often the most useful and effective means of treatment.

BCLC staff work collaboratively with other Town departments and other mental health and social service agencies. Wes Simons and Peggi Stallings Durand were co-chairs of the Town's Task Force on Drugs and Alcohol. BCLC staff also regularly met with members of the Burlington Clergy Association and were involved in local and regional meetings of agencies and programs concerned with mental health or social services (Department of Mental Health, Department of Social Services, and other adolescent service organizations: Arlington Youth Consultation Center, Woburn Council of Social Concern and Replace of Lexington).

The BCLC is also affiliated with other mental health agencies and professionals in the area; these affiliations enable the BCLC to assist in arranging for specialized mental health or other services when necessary.

Due to the February 2nd fire at the newly-renovated Center School (six weeks prior to our return) we have continued to be located in the old High Voltage complex off S. Bedford St. Latest projections have us returning to our permanent location on the second floor of the Center School in Spring, 1990.

Our services are available by referral or by personal contact with the BCLC staff during its office hours of 9am to 5pm Mondays through Fridays (telephone 273-1300) including walk-ins during the daytime hours when staff are available. Evening appointments can be scheduled for working family members, but must be arranged by contacting the BCLC offices during the daytime hours.

During the evening hours and on weekends, the BCLC's telephone answering machine will collect messages for BCLC staff members and refer callers to a 24-hour back-up emergency mental health service if there is an immediate crisis which cannot wait until staff are available.

**SOCIAL SERVICES:**

The BCLC also offers **ALL** Burlington residents a range of social services including the administration of resources offered through People Helping People, Inc. The BCLC has been involved on the Board of Directors of PHP. This is an umbrella organization made up of community volunteers who help oversee and coordinate three established groups: Burlington Santa, Covenant for Basic Needs, and the Community Pantry. Many residents are already aware that the Santa program helps families during Christmas. However, some other extensions of this program have been to help needy families with summer camperships, back-to-school clothes and the like.

The Covenant for Basic Needs is supervised by the Clergy Association and provides some limited help for those residents experiencing financial emergencies. The BCLC staff is often asked to help screen those applying for this assistance.

Similarly, we help screen applicants to the Community Pantry for those families experiencing emergency food shortages. The Pantry also provides holiday food baskets for residents in need.

We would again like to make special note here of the tireless efforts and special dedication of Miriam Malkasian for her involvement in the Community Pantry. Mimi was also elected to serve as the first Chairperson of People Helping People and has provided the backbone for this service organization. Our thanks to Mimi, members of the PHP Board and all those residents who contributed time, talent and money to help PHP through another year.

BCLC also maintains an extensive information and referral service to assist ANY resident in locating the particular social service that a resident may require. BCLC staff have assisted young people and their parents in situations requiring hospitalizations, finding appropriate emergency or residential care, fostercare and the like.

**STATISTICAL NOTES:**

An average of over 200 people per month throughout the year received counselling services.

There were over 105 new clients over a 12 month period.

Caseload Age Distribution (12 months):
- 120 Adults (26 & older)
- 55 Young Adults (18-25)
- 48 High School Age (14-17)
- 34 Middle School Age (11-13)
- 17 Elementary Age (5-10)
- 1 Pre-school (4 & younger)
- 275 Total

Treatment Modality:
- 140 Family Treatment
  - 65 Adults
  - 75 Adolescents & Children
- 79 Individual Treatment
  - 33 Adults
  - 46 Adolescents & Children
- 36 Team Treatment
  - 18 Adults
  - 18 Adolescents & Children
- 30 Group Treatment
  - 6 Adults
  - 24 Adolescents & Children

Referral Sources: 42% of our referrals came from the school department, the bulk of these from the middle school, then the high school.

—17% approximately, referred themselves to BCLC because they were already aware of who we were; a majority of these self-referred clients were former clients who returned to deal with new issues and because they were happy with the services provided previously.

—5% were referred by a friend and about 71% of these friends had been clients at BCLC and recommended our services.

—6% were referred by family members.

—9% referred by the community:
- 6 cases by clergy
- 2 cases by Psychiatric Emergency Service
- 12 cases by Dept. of Social Services
- 4 cases by the V.A.
- 1 case by a lawyer
- 1 case by the police

—21% were referred from other sources:
8 psychiatric hospitals
22 other therapists or mental health clinics
20 in-house referrals (i.e., youth in group referred for family treatment)
7 were referred from unknown sources

There is evidence of a broad base of support in the community as more people are aware and confident in BCLC's therapeutic services.

**OTHER COMMUNITY SERVICES:**

As in previous years, the BCLC provided administrative and other support to a number of programs in the community of benefit to Burlington residents. The Rent-a-Kid program provides teenagers available to do odd jobs for families and senior citizens (such as yard work, painting, babysitting, etc.). The coordination of the FISH program matches residents in need of transportation services with volunteer drivers. Over 300 rides were provided through this service. The BCLC provides office space and support to such programs as Young Persons Alcoholics Anonymous, the Children's Hearing Project, Superior Court Probation Officer, the Massachusetts Rehabilitation Commission and the like. Over the past year, hundreds of Burlington residents have made use of these programs.

**TRAINING:**

The BCLC provides training to graduate student interns as a part of their professional education, as well as to the community residents who volunteer their services to the Life Center. BCLC has provided field placement training to graduate students from Boston University, Simmons College, Lesley Graduate School, Tufts University and Northeastern University.

**BOARD OF DIRECTORS:**

The Board of Directors at the Community Life Center continued their active involvement during 1989 in establishing policy directives for the Center, evaluating BCLC services through surveys of our clients and the like. My thanks to the Board of Directors for their help and support.

Board members for 1988 included:

Michael Howard
Chairperson
Robert Conceison
Rev. Rod MacDonald
Russ Peterson
Sandra McNeal
Theresa Bishop
Rev. John Crispo
Ann McNamara
Barbara Ryan
Ellen Cox

**SUMMARY:**

BCLC staff and clients had to deal with a number of changes this year as we were shocked by the Center School fire only six weeks before our move. Our space in the old High Voltage complex continues to be made available through the generosity of Bruce Silverman of American Landmark and his help was greatly appreciated. Unfortunately, in an aging building, we have had to deal with difficulties like a leaky roof, and heating and cooling problems. In spite of these challenges, the tone and morale among the staff continues to be very positive and we all look forward to another year of service to town residents. Our thanks to the many in the town who have supported this agency.

Respectfully Submitted,
Wesley M. Simons,
Executive Director

# COUNCIL ON AGING

The year 1989 was both a year of real satisfaction for the elderly of Burlington as well as a year of deep disappointment. The satisfaction has to do with the continued success of services being offered to the town's seniors, and the disappointment was that brought on by the fire which destroyed the auditorium wing of the Center School and thus delayed the opening of the new Senior Center.

The Council on Aging will be twenty-three years old come next September. It has become more and more active as time rolls on for the number of elderly people in Burlington keeps increasing, as it has throughout the nation. Thus the COA must be able to help more people keep healthy and lead productive lives. To do so the COA works closely with other departments in town, with other communities and with the Executive Office of Elder Affairs.

The office, still in the basement of the old Union School, is staffed by Jeanne Garrett, Coordinator, and two part-time clerks, Mary Patterson and Marie Sotiros. The Meals Program is under the supervision of Kay Cavanaugh. The van drivers are Jim Larson and Larry Giannetti with Bob Efraimson as backup. Volunteers are involved in the Meals Program and the Meals on Wheels Program and in many other ways.

The Council on Aging offers a whole series of services and activities including bus trips, art, quilting and dance classes, beano, cards and pool for recreation; and counseling on housing and health, fuel assistance, high blood pressure, foot care, and the transportation required for hospital and shopping visits. In addition, Minuteman Home Care, a non-profit social service agency now located in Burlington, assists the elderly to live in dignity in their own homes. A recent Miles for Meals walk at the Burlington Mall raised a sizeable amount of money to help Minuteman allay some of the cuts in appropriations contemplated by the serious Commonwealth budget situation.

Through the activity and influence of Mr. Arthur Fallon of the School Administration, a computer was obtained and set up at the Senior Center to be used by those seniors who wished to learn how to operate such modern equipment. Unfortunately, that particular program needs someone familiar with its operation to teach and as yet, such a person has not been forthcoming. One computer places a definite limit on the number of potential students; perhaps when the move is made to new quarters, other units may be obtained.

The intergenerational program started two years ago with the help of Mimi Malkasian has proved to be a big success, for the student body has increased each year.

Another program to help the elderly with their insurance and tax problems has been initiated this past year. Suzanne Hill comes in every second and fourth Tuesday of the month to counsel any senior with such problems. Of necessity, an appointment must be made. This service has saved a number of people considerable amounts of money when duplicate coverage, for instance, has been found.

Ruth Curry and Ellen Smith were the two COA representatives on the Burlington Housing Partnership Committee organized early in the year to see what could be done about affordable housing in town. The Committee has done a tremendous amount of work and recently has been awarded a state grant of $12,500 to carry on the project.

The fire in February which destroyed much of the Center School Recreational Center also did considerable water damage to that section of the building slated to be given over to the COA. Water did not penetrate the Kelly-Murray wing but some smoke damage occurred as well as later damage because of ventilation and heating problems. The renovation as far as the Senior Center is concerned is well on the way to completion. Seniors now hope to be in their new quarters by April or early May The auditorium is another story and as of this writing the area still is open to the sky and the whole insurance question has yet to be solved.

Three long time members of the COA retired this year for various reasons: Doris Borden, Sylvia Horowitz and Marguerite Petrone. Mrs. Petrone, who could not attend meetings last year through no fault of her own and because she had been a long-time activist in the organization, was made the first Honorary Member of the Council. An addition was voted into the by-laws to allow the COA to make that decision.

New members recommended by the Council and appointed to membership were Jane Skelton, Rosemary Farrell and Jane Leboda.

Respectfully submitted,
John E. Fogelberg, Chairman

William McNamarra, Vice Chairman
Mary McBay, Secretary
Helen Humphrey, Treasurer
Margaret Brunt
Winifred Enos
Rosemary Farrell
Jane Leboda
Jane Skelton
Mary Smith, Representative to
Minuteman Home Care
Jeanne A. Garrett, Coordinator
Marguerite Petrone,
Honorary Member

# DEPARTMENT OF WEIGHTS & MEASURES

Many consumers ask, "what is the meaning of **tare weight**?" **Tare weight** is the minus weight entered in the scales that is equal to the weight of the container in which the product is placed and then weighed on the scales. By entering the minus **tare weight**, the consumer is only paying for the weight of the product, not the container and this difference can be significant. Example, if jumbo shrimp or lobster meat cost $17.00 a pound and the container weighs only .04 lbs., the merchant by not using the **tare weight** of the container is charging the customer 68¢ for the price of the container.

Although each and every scale and measuring device in the Town is annually checked by this office for accuracy, it is the consumer that must check and make certain that the merchant uses a **tare weight** on the sale of bulk items. When the container is placed on the scales, the scale should read ZERO before anything is added to the container. This year four citations were issued to merchants for not using the **tare weight** when making a sale.

This has been another record year for the Weights & Measures Department with new stores and the reconstruction of service stations with the addition of new gas pumps.

This year 339 weighing and measuring devices were tested and sealed and $1,058.00 in fees collected were turned into the Town Treasurer.

The writer would like to thank the staff of all the offices that assigned this Department in the past year.

Respectfully submitted,
Alfred D. Laing,
Sealer

# ANIMAL INSPECTOR

During the year 1989 the following inspections were made:

5 Stables
4 Kennels

My survey revealed:

7 Horses
1 Pony

Also during the year there were 52 dog bite cases reported with the resulting quarantining and paper work to the Division of Animal Health.

Respectfully,
Thomas K. Short

# HISTORICAL COMMISSION

Local Historical Commissions are agents of local government. Their most important goal is the preservation of the community's historical places. The purpose of a local Historical Commission is to work toward this goal by planning for and implementing programs for the identification, evaluation, and protection of the community's historic resources.

In 1989, the Commission experienced a very active year. We applied for a grant from the Massachusetts Historical Commission to finish the *109 Priority Survey Forms* to submit to the MHC for review and approval. The schedule goal for 1990 should become a reality.

The anticipated demolition of the one-of-a-kind Frothingham Mansion set the Commission to work on an alternative plan to rescue it. When the plan was completed, a meeting was held. Attending were the present owner of the mansion, Anthony Santullo, and Waldo Jackson, a building-mover expert. Mr. Santullo told us his plans had changed, as had his blueprints, and demolition was no longer a factor. These new plans also changed our plans, and the need to make our presentation to the Selectmen and other appropriate Boards.

I continue to attend meetings and participate in statewide workshops of historical interest. Jane joined me in May at the Historic Massachusetts Conference held in Lowell. In October, Christine and I joined other states at the 43rd National Trust Preservation Conference in Philadelphia for an interesting and great learning experience.

The Commission opened the Public Museum to the Historical Society for their monthly meetings in March and December. In December, the Museum was decorated in a Victorian motif. A pot-luck supper, a Christmas grab, and an inspiring performance of Christmas music sung by the Burlington High School Chorus, under the direction of Bob Tyler, set the tone for the coming holiday season.

The Society celebrated its 25th year with a gala party at the Legion Hall. Guests, Town officials, and dignitaries enjoyed a turkey dinner, entertainment, door prizes, and congratulatory wishes from Town officials. The talented Master of Ceremonies was Professor John J. Fox from Salem State College, a noted Oral Historian.

We were saddened this year by the loss of the devoted Burlington history enthusiast Marjorie Casassa, Past Commissioner, Charter Member, and former officer of the Historical Society. Marjorie was a multifaceted person who had a unique antique-doll collection, wrote poetry, and loved Burlington. She will be greatly missed.

Respectfully submitted,

Pauline R. Keans, Chairman
Christine C. Keans, Secretary
Jane Richard, Commissioner
Dennis M. Smith, PhD,
Commissioner
Norman B. Biggart, Commissioner

# BUS TRANSPORTATION SYSTEM

The *People Mover* has run the gamut from being a new Town service to a positive, well-run transportation system. In May, Town Meeting appropriated $80,000 which was matched by an appropriation of $70,000 from the MBTA, for a total of $150,000. In addition, the hours of operation were reduced from 187.5/wk. to 157.5/wk., Monday through Friday, from 8:00 a.m. to 6:30 p.m., thus assuring sufficient funding through FY90. Passes and tickets are available at the Town Hall at great savings!

By reversing routes 1 and 4 and changing routes 5, we now enter the Lahey Clinic and the Mall three times each hour. An arrangement between the *People Mover* and *Lexpress* provides riders with easy access to both Burlington and Lexington. All of this has helped create a service that Burlington has needed for some time.

The Seniors in Town are our most supportive group, using the *People Mover* for food shopping, visiting, personal commitments, as well as just enjoying a change of scenery. The Recreation Department found this transportation very convenient in transporting the summer program membership to their many activities. We are currently working with the high school sports and other late release programs to pick up students after regular school hours.

In inclement weather, residents have appreciated the convenience of the *People Mover*. They can board the buses without concern for carrying bundles, locating and getting to personal cars, etc. Our drivers, most of whom are residents of the Town, have proven to be most helpful and concerned for their riders.

November brought the *People Mover* to its first anniversary. To celebrate, and to encourage new riders, ten days of free transportation was offered. In December, a weekly drawing for a gift certificate was held, with four delighted winners.

We are most appreciative of the financial contribution by members of the Burlington business community in support of this local transportation system. It is one more demonstration of its readiness to participate in projects and programs to benefit the community as a whole. Many thanks.

With increased awareness and appreciation of the availability, convenience and economy of our *People Mover* Mini-Bus Transportation System, we look forward to increased ridership and appreciation of this public service.

Respectfully submitted,

Eleanor O'Connell
Transportation Administrator

# TREASURER/COLLECTOR

The major financial news story in 1989 was the State of Massachusetts fiscal crisis. The State was unable to balance its budget because of inaccurate revenue projections. This created a deficit of close to $850 million which prompted the Governor and the Legislature to cut state-funded programs, including Local Aid to cities and towns, resulting in considerable financial difficulties. A major financial problem was created for all cities and towns when Local Aid was cut by $250 million for Fiscal Year 1990. Loss to the Town of Burlington was $942,000. The Town met this shortfall through the use of $510,000 in unexpended funds designated for the Massachusetts Water Resources Authority and the Middlesex County Retirement assessments. We also used $351,000 in free cash.

The Town is expecting future loss of State Aid and in order to continue its current work force and provide the same level of services, taxes for Fiscal Year 1990 were raised by 5%. Under the tax classification of property the Town has two rates it uses to allocate the tax burden effectively. The following schedule provides a breakdown of taxes levied for Fiscal Year 1990 by the Town of Burlington.

**SCHEDULE**

| (A) Class | (B) Levy Percentage | (C) Levy by Class | (D) Valuation by Class | (E) Tax Rate |
|---|---|---|---|---|
| Residential | 36.0337 | 10,936,742.78 | 1,242,811,680 | 8.80 |
| Commercial | 45.4659 | 13,799,565.06 | 797,622.720 | 17.30 |
| Industrial | 16.4496 | 4,992,688.31 | 288,594,700 | 17.30 |
| SUBTOTAL | | 29,728,996.15 | 2,329,069,100 | |
| Personal | 2.0508 | 622,448.64 | 35,979,690 | 17.30 |
| TOTAL | 100% | 30,351,444.79 | 2,365,048,790 | |

The Real Estate and Personal Property commitment for Fiscal Year 1990 totaled $30,351,444. The Motor Vehicle excise tax commitment for calendar year 1989 totaled $1,719,112. Deputy Collector Paul Kelley reported collections on delinquent taxes of $150,004.

After authorization by Town Meeting, the Town purchased the landlocked parcel for $8,200,000, financed by a bond sale on December 21, 1989. The Town hired Bank of New England as its financial advisor to underwrite the bonds and develop the Notice of Sale and official statement for the $8,200,000 bond issue. The Bank also advised the Town and helped in the financial review of its credit rating by Moody's Investors Service of New York.

Probably the most significant financial event of the eighties was the credit rating upgrade for the Town of Burlington from a single A to a double Aa rating. This was also accomplished in light of a slumping state economy and the state's downgrade in credit rating to Bbb, the lowest of any state in the nation. Moody's issued the following statement in analyzing the town's sale of bonds for 8.2 million and the increase in the town's bond rating. Moody's said that

"significant high-quality development, primarily in the Industrial and Commercial sector, has resulted in an economically diverse and expanding tax base." "This growth has supported sound financial operations and tax levy expansion which provides financial flexibility despite tightening in the State aid. Although there is an increase in bonded debt with this current issue the Town's debt position is strong, contributing to high quality security."

The Town of Burlington's health insurance claims experience continued to improve in 1989. We collected $86,000 more in premiums than we experienced for claims. The additional revenue helped to keep premium increases for 1990 down to 4.3% for the Blue Cross-Blue Shield Master Health plus program for individuals and for the family plan to only 7.4%. The industry was experiencing increases between 10%-15% in most cities and towns. The town also offers Bay State Health care and Lahey Clinic, two health maintenance insurances. The premiums on these two programs went up an average of 20% for 1990, which is a community rate not determined by the Town's claims experience.

The following is a listing of gross and net payrolls. Also included are the withholdings for the years 1985 through 1989.

| | 1985 | 1986 | 1987 | 1988 | 1989 |
|---|---|---|---|---|---|
| **GROSS PAYROLL** | **19,758,200.36** | **21,236,504.42** | **23,275,539.08** | **24,436,012.95** | **26,990,145.62** |
| **WITHHOLDINGS** | | | | | |
| Federal Taxes | 3,180,552.90 | 3,410,325.15 | 3,568,667.09 | 3,566,151.66 | 3,781,674.73 |
| State Taxes | 963,405.33 | 991,046.50 | 1,040,853.38 | 1,109,318.56 | 1,284,493.99 |
| County Retirement | 473,941.66 | 539,214.22 | 593,611.03 | 661,505.35 | 765,152.60 |
| Teacher Retirement | 508,286.43 | 529,611.80 | 576,311.43 | 605,200.71 | 666,999.67 |
| Chap. 32-B Health Ins. | 471,496.81 | 480,111.38 | 476,491.46 | 361,657.08 | 536,278.80 |
| Credit Union | 2,086,987.01 | 2,355,291.46 | 2,482,736.41 | 2,627,052.25 | 2,900,240.20 |
| Tax Annuities | 235,286.58 | 263,948.00 | 293,473.72 | 252,292.30 | 281,330.90 |
| PEBSCO | | 54,288.00 | 305,800.62 | 396,657.18 | 480,816.82 |
| Teacher's Assoc. | 76,275.87 | 78,228.34 | 79,073.38 | 77,655.37 | 85,737.63 |
| Union Dues | 56,557.22 | 60,752.48 | 63,097.06 | 69,171.12 | 71,217.87 |
| Suspense | 43,004.01 | 21,864.00 | 30,191.21 | 31,500.00 | 36,290.25 |
| United Way | 3,048.77 | 3,199.02 | 3,172.60 | 4,083.77 | 6,485.32 |
| Life Insurance | 32,234.14 | 32,260.31 | 34,437.00 | 36,170.75 | 37,407.03 |
| Medex Hosp. Ins. | | 6,730.47 | 24,663.19 | 44,717.12 | 67,454.28 |
| Total Withholdings | 8,131,076.73 | 8,826,871.13 | 9,572,579.58 | 9,843,133.12 | 11,001,580.09 |
| Net Payroll | 11,627,123.63 | 12,409,633.29 | 13,702,959.50 | 14,592,879.73 | 15,988,565.53 |

The Town also implemented a Cafeteria Plan pre-tax benefits for health insurance premium payments. This plan was developed by our auditors Arthur Andersen in conjunction with Town Accountant Pat Mullin and myself.

The Cafeteria Plan enables our employees to take advantage of a provision in the I.R.S. code (Section 125) which treats the employee's payment toward health as pre-tax dollars. This Cafeteria Plan allows the employees who elect to join the plan the opportunity to have the premium payments they make for health insurance be considered as pre-tax dollars, therefore reducing their Federal and State tax liability per paycheck and on an annual basis.

The entire Financial Management Team should be complimented for the credit rating upgrade to Aa. The cooperation between the Financial Management Team and the Town Meeting has resulted in predicted tax increases and prudent use of our reserves to fund all town operations, including major infrastructure repairs and enhancement the last five years, totaling over $16 million. This credit rating upgrade will save the town $300,000 in interest costs. We will also save several thousands more in interest on any future debt issued. This upgrade should certainly increase the confidence the community has in its elected officials, Town Meeting and its Financial Management Team.

**Staff**

Phyllis VanWart, Barbara Toland, Theresa Smith, Virginia Gallagher, Dorothy Pattie, Madeline Griffin, Andria O'Shea, Mary Whalen, Beverly Toland, Lisa Pollicelli, Andrea Mahoney.

Respectfully submitted,

Brian P. Curtin
Treasurer/Collector

# BOARD OF ASSESSORS

The Assessors' staff had a busy year. In addition to the Fiscal Year 1991 Revaluation, the office staff processed 565 statutory exemptions, 80 real estate abatement applications for Fiscal Year 1990, 455 deed transfers, 700 building permits and 24,000+ motor vehicle excise tax bills.

As of this writing, the Town's fourth triennial Revaluation is well under way with the data collection phase being completed by the end of January. The sales analysis and valuation is scheduled for March; final field review and preliminary State Certification in April. In the month of May, notices of new values will be mailed to all property owners, and informal hearings will be arranged for anyone who feels information or valuation regarding their property is incorrect. These new values will be based on 1989 sales that have occurred in Burlington and will be implemented for Fiscal 1991 on the November tax bill.

The Assessors thank the assessing staff, Russell Washburn, Patricia Golden, Rita Arseneaux and Anita Poskus for their hard work in an ever-expanding work load. Again, it is difficult to express our sincere appreciation to these people without whose efforts this office could not function.

Respectfully submitted,
Elmer J. Morrison
Chairman
Timothy J. Cosgrove
Vice Chairman
John W. Dillon
Secretary
BOARD OF ASSESSORS

# PLANNING BOARD



**RESPONSIBILITIES**

The Planning Board was established by a vote of Town Meeting in 1939 in accordance with Massachusetts General Laws, and the first Board was elected in 1940. The Board normally holds regularly scheduled meetings on the first and third Thursdays of each month. As required by the number of applications, the circumstances of a specific application, or the need to consider specific issues or topics, the Planning Board also holds additional special meetings.

The Board is responsible for:

1. **Current Planning:** By State law, the Board is responsible for the exercise of subdivision control law in Burlington and has, in the absence of superseding Court action, final authority regarding subdivisions and Approval Not Required plans (certification that a land division is not subject to subdivision control law). By authority delegated by Town Meeting through the Zoning Bylaw, the Board is responsible for making decisions on site

plans, site plan waivers and special permits. The Planning Board also conducts public hearings and makes recommendations to Town Meeting regarding applications for changes in zoning districts and for amendments to the text of the Zoning Bylaw.

2. **Long Range Planning:** The Planning Board initiates planning studies to identify existing and future land use problems and propose courses of action to address such problems. To implement the recommendations of planning studies, or in response to changes in state or federal law, the Planning Board directs the preparation of proposed amendments to the Zoning Bylaw and Planning Board Rules and Regulations and conducts the public hearings required for adoption.

## ORGANIZATION AND MEMBERSHIP

As the result of the Annual Town Elections in April 1989, John D. Kelly was re-elected to serve on the Planning Board for a five (5) year term. Francis J. Taft was also elected to fill the unexpired term of former Board member Pete G. Peters. In April of 1989, Timothy J. Tierney resigned from the Planning Board. Mr. Tierney was a member of the Board for almost five (5) years and made many fine contributions to the Board and to the quality of life of the community. At a joint meeting of the Planning Board and Board of Selectmen held on May 27, 1989, Mr. Ernest Covino was appointed as a Planning Board member to fill the unexpired term of Mr. Tierney's Membership until the 1990 Annual Town Election.

The Planning Board's officers and committee appointments following the April 1989 election and Board reorganization were as follows:

### OFFICERS:

Francis J. Taft, Chairman; Peter J. Coppola, Vice Chairman; John D. Kelly, Member Clerk.

### COMMITTEE MEMBERSHIP:

John D. Kelly, representative to Citizens' Advisory Committee; Peter J. Coppola and Alfred Laing, representative to Tri-Town Growth Committee; Alfred Laing, representative to Sign Bylaw Commmittee; John A. DeFrancesco, representative to Housing Partnership Commmittee; Ernest A. Covino, Alt. John A. DeFrancesco, representative to Interchange Advisory Committee; Peter J. Coppola, representative to Recreation Commission; Francis J. Taft, representative to Chairmans' Committee; Terry S. Szold, (Planning Director), Planning Board Designate to the North Suburban Planning Council (of MAPC).

### PLANNING BOARD SUBCOMMITTEES:

Zoning, Site Plan, and Subdivision Rules & Regulations Revision Subcommmittee: John A. DeFrancesco, John D. Kelly and Alfred Laing; Off-Site Improvements Subcommittee:—Wheeler Road, John D. Kelly, Robert Stryke, and Peter Coppola; Off-Site Improvements Subcommittee—20 South Avenue, Francis J. Taft and Timothy J. Tierney (Resigned 4/89); BEAM—Bikepath Subcommittee: Peter J. Coppola.

### STAFF:

Terry S. Szold, Planning Director (appointed); John B. Ayer, Assistant Planner (appointed 1/89); Diane Andrade, Planning Board Clerk; Barbara B. Cox, Recording Clerk.

## MAJOR PLANNING INITIATIVES IN 1989

### Floor Area Ratio Zoning Bylaw Amendments

In 1989 there was growing consensus by members of the Board that continued high density development in the Town's zoned industrial districts would lead to significant deterioration of service levels on impacted roadways. Members of the Board, after reviewing over 600,000 square feet of office/commercial development in 1989, decided to undertake steps to help prevent further degradation of traffic conditions along major arterial roads.

In the winter of 1989, the Planning Director and staff began research on developing a density control for the Town's two primary industrial districts. Utilizing background development data, project comparisons, and existing Planning Board documents, studies, and traffic reports, a proposed "Floor Area Ratio" (FAR) Zoning Bylaw concept was prepared and presented. The Planning Board unveiled its basic proposal in February of 1989. In March of 1989, the Planning Board began discussing the FAR proposal. At its meeting of March 16, 1989, the Planning Board referred its FAR Zoning Initiatives (three proposed Zoning Bylaw Amendments) to the Board of Selectmen for inclusion in the May Town Meeting warrant.

In April of 1989, the Planning Director and Planning Board Member Stryke attended and made a presentation of the proposed FAR Zoning Amendments to the Burlington Business Round Table.

On May 4, of 1989, the Planning Board held a public hearing on the proposed FAR Zoning Bylaw Amendments, and made a favorable recommendation to Town Meeting for adoption of the amendments.

At the May 10, 1989 Burlington Town Meeting, following a presentation made by Planning Board

Chairman, John A. DeFrancesco, and Planning Director, Terry S. Szold, Town Meeting unanimously voted to approve the three FAR Zoning Bylaw Amendments, as presented. Figure (1) included in this report reflects how specific office developments in Burlington would likely have been affected by the FAR Zoning Provisions, had these provisions been in place at the time such projects were proposed and developed.

The three FAR Amendments, taken collectively, accomplish or will help to accomplish the following planning and development objectives:

1. The limitation of "by right" development density of a lot within the General Industrial (IG) and High Rise Industrial (IH) Zoning Districts to a maximum of .15, and;

2. Authorization of the Planning Board to grant an increase in the base FAR density of .15 to a maximum of .25 when specific peak-hour trip reduction standards are met, and/or where a specific Transportation Management System or Plan is accepted which mitigates service level deterioration on affected roadways or intersections, or which improves safety characteristics on such affected roadways or intersections.

**Traffic Management Initiatives of the Planning Board**

In 1989 the Planning Board approved two special permits which contained, in addition to other development safeguards and performance standards, specific peak-hour trip reduction requirements. The Planning Board imposed such requirements to help prevent a further exacerbation of peak hour traffic congestion along adjoining roadways impacted by the projects for which these special permits were sought. The two special permits containing these provisions (both of which were pursuant to Section 4.3.2.16 "Parking Area for more than 200 spaces") were for the following properties:

— 20 South Avenue (Filed by the Tambone Corporation)

— 160 Wheeler Road (Filed by the Gutierrez Company)

In 1989 the Planning Board and Planning Director continued work on exploring a new interchange concept to connect Middlesex Turnpike to Route 3. In cooperation with Frank E. Baxter, President of MAPC (and Burlington Representative to MAPC), and with the newly-formed Interchange Advisory Group, a conceptual plan was submitted to the Massachusetts Department of Public Works for review. The conceptual plan reflected five (5) alternative interchange schemes for connecting Middlesex Turnpike to Route 3.

**Other Planning Initiatives and Activities**

The Planning Board also adopted minor changes to its Subdivision and Site Plan Rules and Regulations. The amendments adopted on December 7, 1989, were primarily designed to eliminate ambiguities and to further clarify specific provisions.

Planning Board Member John A. DeFrancesco and the Planning Director also participated in the activities of the newly-formed Burlington Housing Partnership Committee (BHP). The Planning Director submitted a Municipal Advance Grant application to the Executive Office of Communities and Development, on behalf of the BHP, to fund a feasibility study for the development of affordable housing on selected municipally-owned parcels. The Planning Director also substantially prepared submission guidelines for the BHP in 1989.

At the direction of the Planning Board, in November and December of 1989, The Planning Director prepared a major segment of a report and oral presentation that was made to Moody's Investors Service, Inc. This effort made on behalf of the Town, was led by the Town Administrator and included the work of the Town Accountant, Town Treasurer, Selectman Gallagher, and the Planning Director. Following this presentation, the Town's Bond rating was upgraded from single "A" to "AA" (Double A).

In addition to the participation of Planning Board Member Alfred Laing, the Planning Director also was involved in the work of the Sign Bylaw Committee. This work included both analysis and actual redrafting of specific sections of the Committee draft of the proposed Bylaw.

## DEVELOPMENT APPLICATIONS

Major applications reviewed or under reivew by the Board in 1989 included the final examination of a site plan for a major office development proposed by the Gutierrez Company for 160 Wheeler Road, and a site plan for an office development off Middlesex Turnpike at South Avenue, proposed by the Tambone Corporation.

The following is a summary of applications for project approvals received by the Planning Board in 1989.

## UNDER SUBDIVISION CONTROL LAW:

### Preliminary Subdivisions

The purpose of a preliminary subsidivion plan is to permit the subdivider to submit to the Planning Board and the Board of Health for review and comment a conceptual proposal for the road layout, utilities, drainage and lot lines of a new subdivision. The advantage of such a submission is that the Town has an opportunity to review the plan early before being required to make a final decision on the subdivision, and the subdivider is advised of changes that should be made in the subdivision before incurring the expense of the detailed engineering needed for a definitive subdivision plan. A preliminary subdivision is not required in order to file a residential definitive subdivision plan, but is required for all non-residential subdivisions, and the approval or denial of a preliminary subdivision plan does not limit the actions of the Planning Board in reviewing the definitive subdivision plan.

Eight preliminary subdivision plans were filed in 1989:

**Residentially Zoned Land**

**Approved:**

—Theresa Avenue (1988)—7 Lots, 3.87 Acres—Off Shady Lane (Anthony Santullo, Trustee of Theresa Realty Trust)

— Benson Way—3 Lots, 2.57 Acres—Lexington Street near Stony Brook Road (Paul Cabral, Trustee of 77 Lexington Street Trust)

**Pending:**

— Shannon Subdivision—3 Lots, 29.8 Acres—Off Pearl Street—Woburn/Burlington Town Line (Robert Shannon)

**Industrially Zoned Land**

**Approved:**

— Houghton Mifflin—3 Lots, 21.8 Acres—Off Wayside Road (Sentry Realty Trust)

**Denied:**

— Northwest Park II—6 Lots, 11 Acres—Between Second Avenue and Middlesex Turnpike (Nordblom Company)

— Northwest Park III—4 Lots, 12 Acres—Third Avenue (Nordblom Company)

— Northwest Park IV—4 Lots, 23 Acres—North Avenue and Middlsex Turnpike (Nordblom Company)

— Burlington Park—6 Lots, 140.5 Acres—Off Kendall Road (Spaulding & Co., Inc.)

— Blanchard Park—2 Lots, 4.4 Acres—28 Blanchard Road (28 Blanchard Associates Limited Partnership)

### Definitive Subdivisions

A definitive subdivision plan shows specifically how a new subdivision road will be laid out, the location and dimensions of utilities such as water and sewer lines and drainage facilities, and how the proposed lots will be arranged. The Planning Board must review the submitted plan for conformance with the Board's adopted Subdivision Rules and Regulations and the Board of Health's recommendations. The Planning Board must approve the plan unless it does not conform with its adopted regulations or with the regulations of the Board of Health.

Six definitive subdivision plans were filed in 1989; the status of each is as follows:

**Residentially Zoned Land**

**Pending:**

— Theresa Avenue—7 Lots, 3.87 Acres—Off Shady Lane (Anthony Santullo, Trustee of Theresa Realty Trust)

— Lots C and D Makechnie Road—2 Lots, 1.3 Acres—Near Hansen Avenue (Arnold Christiansen)

**Industrially Zoned Land**

**Pending:**

— Northwest Park II—6 Lots, 16.38 Acres—Between Second Avenue and Middlesex Turnpike (Nordblom Company)

— Houghton Mifflin—3 Lots, 21.8 Acres—Off Wayside Road (Sentry Realty Trust)

— Blanchard Park—2 Lots, 4.4 Acres—28 Blanchard Road (28 Blanchard Associates Limited Partnership)

**PD Zoned Land**

**Approved:** (Revocation of denial)

— Burlington Centre Office Park (1988).6 Lots, 71.3 Acres—100 Cambridge Street (CMANE—Burlington Limited Partnership)

The Planning Board found the Prouty Heights subdivision to be complete in 1989, and released securities held related to it.

**Approval Not Required Plans (ANR's)**

By State Law, certain divisions of land are not regulated under the full requirements of the Subdivision Control Law, and the Planning Board has no authority to review and approve them as definitive subdivisions. Generally, where all the lots in a proposed land division have the minimum required frontage on an existing road that will provide adequate access to each lot, the Planning Board does not have full subdivision review authority. However, the plan must be submitted to the Planning Board for a determination that "subdivision approval is not required". If the lots shown have the minimum required frontage and legitimate access, the Planning Board must sign the plan to acknowledge that it is not subject to the full requirements of the subdivision control law, and so that the Middlesex County Registry of Deeds will accept the plan for recording.

There were eleven "Approval Not Required" (ANR) plans filed with the Board in 1989. Thirteen were approved (two were pending from 1988).

**UNDER THE ZONING BY-LAW:**

**Site Plans**

Site plans must be filed for the development, redevelopment, or improvement of commercial, multi-unit residential and municipal services projects. The Planning Board reviews the proposals to ensure that the development of each site plan is prepared in a proper manner and will not result in problems with respect to Town utilities or result in adverse impacts on adjacent property.

Four site plan applications were filed in 1989. The status of applications reviewed in 1989 is as follows:

| **Approved:**<br>**Applicant** | **Location** | **Size of Development/**<br>**Type of Use Proposed** |
|---|---|---|
| Gutierrez Company (1988*) | 160 Wheeler Road | 191,000 Square Feet<br>General Office Use |
| Trammell Crow Corp. (1988*)<br>(Site Development<br>and Use Plan) | 100 Cambridge St. | 120,000 Sq. Feet Approved<br>General Office Use<br>(Phase I of mixed use PDD) |
| Ray Park (1988*) | End of Ray Avenue | 118,400 Square Feet<br>Self Storage Buildings |
| Burlington Dog Pound | Meadow Road | 692 Square Feet<br>Dog Pound |
| Tambone Corporation (1988*) | 20 South Avenue | 215,000 Square Feet<br>General Office Use |
| Radionics | 76 Cambridge Street | 4,736 Square Foot Addition<br>Light Manufacturing Use |
| **Withdrawn:** | | |
| R.J. Kelly | Edwards Road | 1,690 Square Foot Addition<br>Office and Storage Use |
| **Pending:** | | |
| Cadaro Realty Trust | 8 "A" Street | 2,600 Square Foot Addition<br>Light Manufacturing Use |

*Applications with (*) were filed in 1988, but acted upon in 1989.

**Site Plan Waivers**

A property owner may receive permission to make minor changes to the development on a parcel of land, provided that a site plan has previously been approved for the land, by applying for a site plan waiver. In some cases, the Planning Board will grant a site plan waiver to accept a plan in conjunction with a special permit application and/or in lieu of a full site plan when an adequate plan is presented for a relatively minor change requested.

The Planning Board received five requests for site plan waivers in 1989. The Board approved seven requests (three were pending from 1988), and one was withdrawn.

### Minor Engineering Changes

A property owner may wish to make a minor change to an approved plan. Such changes usually involve minor adjustments to plan details necessitated by field conditions. Such changes may include, but not be limited to, berm or curbing adjustments, parking space alignment, landscaping, etc.

The Planning Board received nine requests for minor engineering changes; nine were approved.

### Insignificant Changes

Insignificant changes to an approved plan constitute the most minor site changes made in accordance with site plan review. This type of change may include a minor adjustment of parking space alignment necessitated by on-site conditions, changes in exterior doorways, or changes in building footprint which does not increase the gross floor area of the building.

The Planning Board received six requests for insignificant changes in 1989; five were approved, and one was denied.

### Special Permits

Certain land uses are permitted in Burlington only with a special permit. The purpose of a special permit is to control uses which may be appropriate, depending on the location and the manner in which the use is developed and operated. Through a public hearing process, the Planning Board reviews the particular circumstances of a proposed special permit use, determines if the use should be allowed and what conditions should be required. Burlington has special permits for three types of use:

- certain land uses determined to require conditional review for development throughout the town.
- certain land uses and site development, such as discharge of storm water into a wetlands, which have the potential to adversely affect wetlands.
- certain uses and site development which have the potential to adversely affect the aquifer and water resources areas.

Eleven new special permit applications were filed in 1989. Certain special permits applied for in 1988 were issued in 1989. A total of fifteen special permits were issued in 1989. The following table summarizes Board action on special permits in 1989.

| Section | Description | Appv. | Den. | With. | Pend. |
|---|---|---|---|---|---|
| 4.2.2.3 | Day Care | 1 | | | |
| 4.2.2.23 | Landing fields | | | 1 | |
| 4.2.6.14 | Establishments for contractors | 1 | | | |
| 4.2.7.1 | Light mfg./proc. plants in Water Res. District | 1 | | | 1 |
| 4.2.7.9 | Haz. and toxic materials/chemicals use | 1 | | | |
| 4.4.1.11 | Discharges from manmade structs. into wetlands | 1 | | | |
| 4.3.1.14(a) | Towers and antennas for telecommun. signals | 1 | | | |
| 4.3.1.14(f) | Satellite dish antennas | 1 | | | |
| 4.3.2.16 | Parking area for more than 200 spaces | 2 | | | |
| 4.4.1.7 | Structures for essential services | 2 | | | |
| 4.4.1.9 | Temp., not to exceed 3 months, stor. of matrls. | 1 | | | |
| 12.1.5 | PD Special Permit | 1 | | | |
| TOTAL SPECIAL PERMITS | | 13 | 0 | 1 | 1 |

### APPLICATION FEES:

The Town collects fees for applications made to the Planning Board for site plans, site plan waivers, special permits and planned development district rezoning applications which go into the general revenue fund of the Town. In 1989, the following fees were collected:

| | 1989 |
|---|---|
| Subdivisions | $12,591.20 |
| Special Permits | 600.00 |
| Site Plans | 1,050.00 |
| Site Plan Waivers | 300.00 |
| PD District Inspection Fee | 1,696.42 |
| TOTAL FEES COLLECTED | $16,237.62 |

### CHANGES IN THE ZONING BY-LAW

There are two kinds of zoning amendment actions: (1) the change of zoning district designation for one or more parcels of land (rezoning), and (2) amending the text of the Zoning Bylaw to revise the regulations governing use of property and the procedures for seeking development approval (text amendment).

The Planning Board must conduct public hearings on proposed zoning amendments and make

recommendations to Town Meeting. Town Meeting has the final responsibility to approve or deny a proposed zoning amendment.

Eight proposed Zoning Amendments were referred to the Planning Board for public hearings in 1989.

**REZONINGS:**

Three new rezoning petitions were received by the Planning Board for public hearing and Board recommendation to Town Meeting. Listed below are the rezoning applications which were reviewed:

**PROPOSED PROPERTY REZONINGS:**

| Applicant | Planning Board Recommendation | Town Meeting Action |
|---|---|---|
| Single Family Residential (RO) to General Business (BG) | This application was withdrawn. | |
| Womar Realty Trust<br>1 Winnmere Avenue<br>Deletion from Wetlands District | This application was withdrawn. | |
| G & H Realty Trust<br>Lots 3 and 5 Allison Drive<br>Deletion from Wetlands District | Pending | Pending |
| G & H Realty Trust<br>Lots 3 and 5 Allison Drive | Public Hearing<br>1/18/90 | (Included in<br>1/8/90 War.) |

**TEXT AMENDMENTS:**

The Planning Board held public hearings on eight proposed text amendments to the Zoning Bylaw.

At the May, 1989 Town Meeting, the Floor Area Ratio (FAR) Zoning Bylaw Amendments, initiated by the Planning Board, were adopted. This Bylaw restricts the amount of gross floor area which can be built on a lot in the General Industrial (IG) District and the High Rise Industrial (IH) District, to 15% of the total square footage of the lot. A provision in the Bylaw was also made to allow up to a 25% (FAR) provided certain performance/incentive standards are met. The proposal of this Bylaw prompted the filings of six (6) preliminary plans. These filings were made in order to exempt (grandfather) such properties from the provisions of the proposed FAR Bylaws, which were subsequently adopted by the Town Meeting. A further discussion of this amendment is included earlier in this report. Listed below is a summary of all eight (8) text amendments received by the Planning Board in 1989.

1. Adopted—Article IX, "Administration and Procedures", Section 9.1.3, "Penalty".
2. Adopted—Article II, "Definitions", Section 2.28, "Floor Area, Floor Area Ratio, and Maximum Floor Area Ratio".
3. Adopted—Article V, "Density Regulations", Section 5.1.10, "Floor Area Ratio Incentive".
4. Adopted—Article V, "Density Regulations", Section 5.2.0, "Density Regulation Schedule, Maximum Floor Area Ratio (FAR)."
5. Adopted—Article IX, "Administration and Procedures", Section 9.1.2, "Occupancy Permits".
6. Withdrawn—Article IX, "Administration and Procedures", Section 9.1.2, "Occupancy Permits".
7. Pending—Article II, "Definitions", Section 2.35, "Hospital".
8. Pending—Article IV, "Use Regulations", Section 4.3.2.9, "Parking Structures".

**LITIGATION**

The Trammell Crow subdivision litigation against the Planning Board was dismissed in 1989. A decision by the Planning Board to grant a special permit to the Trammell Crow Company/CMANE Burlington Limited Partnership, was appealed to Middlesex Superior Court in March of 1989 by the Cosman Realty Limited Partnership. This appeal was dismissed by virtue of a settlement between Trammel Crow and Cosman Realty Limited Partnership.

In February of 1989, an appeal of a special permit and site plan granted by the Planning Board to the Gutierrez Company/One Wheeler Road associates was made to Middlesex Superior Court by 68 Mid-

dlesex Corporation. This litigation was dismissed in May of 1989.

In June of 1989, the Tambone Corporation filed an appeal of the Planning Board's Special Permit and Site Plan decision. In October of 1989, the Land Court rendered a judgment in favor of the Plaintiffs. In response to this decision, the Planning Board has authorized an appeal of the Land Court decision. This litigation is currently pending.

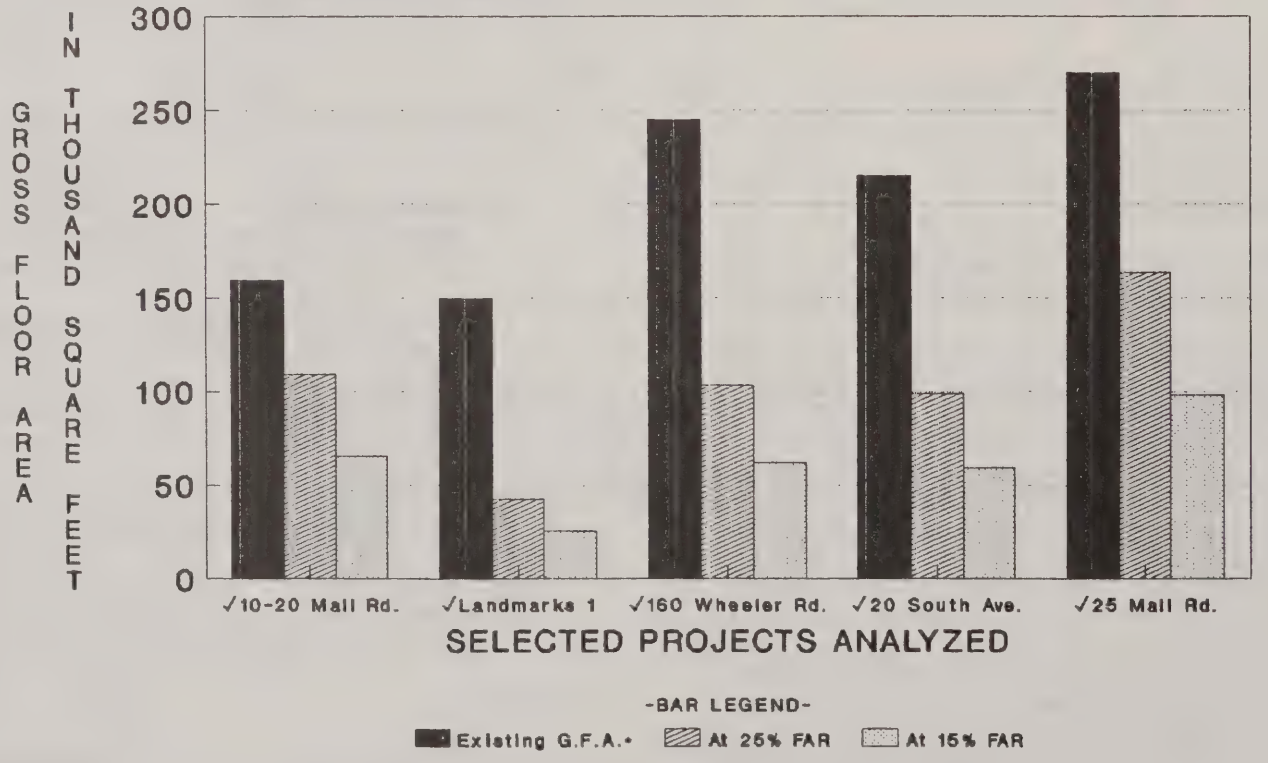
No other litigation is pending at this time.

Respectfully submitted,
Francis J. Taft, Chairman
Peter J. Coppola, Vice Chairman
John D. Kelly, Member
Clerk
Alfred D. Laing
John A. DeFrancesco
Robert F. Stryke
Ernest E. Covino, Jr.

FIGURE (1)

## FLOOR AREA RATIOS (FAR's)

OF EXISTING OR APPROVED BUILDINGS, AND HOW SUCH BUILDING SIZES WOULD HAVE BEEN REDUCED BY THE FLOOR AREA RATIO BYLAW




Town of Burlington Planning Board
Burlington, Massachusetts

• G.F.A. Indicates Gross Floor Area

# RECREATION DEPARTMENT

In 1989 the Recreation Department encountered the most serious setback ever faced by the Department—the destruction of the recreation wing of the Center School on February 2. Although the loss of the newly renovated recreation center was a major disappointment, it did not have a severe impact on the Recreation Department's programs and services because of the Community's positive response to adversity. We believe the Recreation Department had a successful year in 1989 because of the support and encouragement we received from the local churches, Town departments, businesses, community groups, and individuals. Not only did the Recreation Department hold its own in 1989, but also we continued to make progress in program development and facility improvement. We believe the Recreation Department moved one step closer to reaching its most important goal: to help improve the quality of life for all the people of Burlington by providing the best recreational opportunities possible.

## THE EFFECTS OF THE CENTER SCHOOL FIRE

The fire at the Center School in February was a shock to the Recreation Department as well as to the Town as a whole. Almost immediately we had to face the implications of losing the newly renovated school for months or years to come. Following are some of the ways the Recreation Department has been affected:

- Recreation Department budgets had to be revised to cover the expense of using facilities other than the Center School for programs.
- Arrangements were made to continue holding programs at public schools and in church halls at St. Malachy's, St. Mark's, St. Margaret's and the United Church of Christ, Congregational.
- Several programs planned for the Center School have been put on hold until the facility is re-built.
- The Recreation Department has extended an agreement to use the gym at Middlesex Community College for certain programs normally scheduled at the Center School gym.
- Recreation Department offices remained at the Joe Visco Building in Simonds Park, but minor renovations may be needed to make the facility suitable for continued use as an office building.

## CENTER SCHOOL PLANS

During the fall of 1989, the Recreation Department worked closely with the Town Administrator and other Town officials to develop a plan for reconstruction of the recreation wing of the Center School. At the end of the year, tentative agreement had been reached on a new design for the interior of the building which would provide for better utilization of space for recreational purposes. We are hoping that insurance claims will be settled and plans finalized early in 1990 so that reconstruction of the recreation wing can get underway in the spring. The Recreation Department's long-term viability is dependent upon returning programs to the Center School as soon as possible.

## PROGRAM POPULARITY ON THE RISE

The Recreation Department continued to improve existing programs and add new activities during 1989. Following are some of the more significant program developments:

- There was a dramatic increase in program enrollments during 1989. The Recreation Department staff believes the rise in participation was due largely to the Department's mail-in registration system and the seasonal mailing of program brochures to all Burlington residents.
- Non-resident fees were increased so that non-resident participants would not be subsidized by the Town. Non-residents are accepted in programs on a space-available basis.
- The "Feeling Fabulous" Healthwalk was re-established at the Burlington Mall in 1989. The program provides opportunities for people to walk in the corridors of the Mall before the stores open. Healthwalk was developed by the Recreation Department, the Burlington Mall, and Choate-Symmes Health Services.
- The Recreation Department took a leading role in expanding recreational opportunities for special needs residents of Burlington and neighboring communities in 1989. We helped to organize a 4-town collaborative in order to share resources and increase program opportunities for special needs citizens of Burlington, Lexington, Winchester, and Woburn. The cooperative arrangement has been used as a model by recreation departments throughout Massachusetts.
- The Recreation Department's Safeplay program for 5 and 6 year olds received a first

place award at the Massachusetts Recreation & Park Association State Conference in Springfield last November.

- New programs offered by the Recreation Department in 1989 included the following: trampoline, pre-school swim, aquatoning (water exercise for senior citizens), adult ski lessons, co-ed fitness, and Buddy Werner Ski League.

## RECREATION FACILITIES IMPROVED

The Recreation Department completed several improvement projects at parks and at public schools during 1989. Funds for most projects were appropriated by Town Meeting, but work at Simonds Park was funded primarily through the Simonds Trust. Following is a summary of projects undertaken during the year.

- Rahanis Park
  1. The parking lot on the Mill Street side of the Park was paved with asphalt to eliminate recurring pot holes and dust problems.
  2. A catch basin and curbing were installed to control water runoff.
  3. The new multi-purpose athletic field was top-dressed and opened for use.
  4. Pipe fencing was installed to keep vehicles off the athletic fields.
- Regan Park
  1. Brush and dead trees were cut and cleared.
  2. Existing entrance walks were repaired, and a new walkway was constructed.
  3. A new backstop and fencing were installed at the baseball field.
  4. Playground equipment was enclosed with landscape timbers and sand.
  5. Drainage improvements were completed.
  6. The baseball field was rehabilitated.
- Pathwoods Playground
  1. The banking in front of the park was loamed and seeded.
  2. A half basketball court was built.
  3. New playground equipment was installed and enclosed with landscape timbers and sand.

## FACILITY UTILIZATION PRESENTS CHALLENGES

Due to the loss of the Center School, increased demand for athletic fields, and other factors; the Recreation Department faced a number of challenges in 1989 with respect to providing adequate facilities for Town programs.

- The Town's use of the gymnasium and athletic fields at Middlesex Community College was expanded in 1989.
- The Recreation Department increased its use of church halls and public school facilities to make up for the loss of the Recreation Center.
- Recreation Director Don Roberts, a member of the Ice Pallace Oversight Committee, worked with other Committee members to determine the feasibility of having the Town purchase the Ice Pallace. The Committee's recommendation will be presented to the Town in 1990.
- The Recreation Commission and Board of Selectmen attempted to clear up questions about a walkway into Regan Park from Skelton Road. Residents had used the walkway for more than 20 years, and the Town wished to maintain it as a legal access to the Park. It appears that the Town will gain control of the "easement" in 1990.

## RECREATION MAINTENANCE/DPW STUDY

In 1989 the Town formed a committee to study the perceived advantages and disadvantages of merging Recreation Maintenance functions into the Department of Public Works. Recreation Commissioners and Recreation Department staff members advised the study committee to look very carefully at the strengths and weaknesses of such a merger because the effectiveness of recreation services in Burlington may depend on the outcome of the study.

Burlington's Recreation Department is considered to be one of the best in Massachusetts, partly because of the strong relationship between recreation programs and recreation facilities. Separating the two functions could have devastating effects.

Over the last several decades, the trend in the United States has clearly been to combine recreation program and facility maintenance functions because cities and towns have found this to be the most effective way to provide quality recreation opportunities



*Modern equipment is vital to the Recreation Department for its extensive grass-cutting responsibilities. (Rich Karwan photo)*



*German band member teaches children to play the anvil at a summer concert on the Town Common. (Rick Karwan photo)*

for their citizens. Burlington's Recreation Department, we believe, is a highly successful example of the preferred organizational structure.

## PEOPLE BEHIND THE RECREATION DEPARTMENT'S SUCCESS

Burlington's Recreation Department was able to provide quality programs, facilities, and services during the past year primarily because of the employees and volunteers who took pride in their work and were committed to the Department's goals. Following are important developments in 1989 regarding some of the people who made the Recreation Department go:

1. Joe MacIver, one of the Recreation Department's Working Foremen, suffered a heart attack in May and was not able to work for three months. We are happy to report that Joe has made a full recovery and is back doing the excellent work that he is known for.

2. Al Schmider, who volunteered as a clown at several of the Town's Muscular Dystrophy Carnivals and as Santa Claus in the Recreation Department's "Calling Santa" program, passed away in April. We will miss Al and his wonderful sense of humor very much.

3. Charles Woods was hired in August to fill the new parks maintenance craftsman position approved by Town Meeting last May.

4. Ken Boudreau and Carl Reetz were presented Exemplary Service Awards by the Recreation Commission. Boudreau had served the Recreation Department for more than ten years as a volunteer and supervisor in Camp Columbus and as director of Adventure Summer and Sailing. Reetz, director of the Recreation Department's Spring Track Program for many years, was instrumental in developing a strong track program for the young people of Burlington.

## COMMUNITY SUPPORT

We have already mentioned the importance of community support in coping with the loss of the Center School, but that was just one of many occasions the Recreation Department received help. The quality of Burlington's recreation programs and facilities was enhanced in 1989 through the cooperation and support of the following groups and individuals:

- The Rotary Club—developed a softball team for special needs children and young adults.

- The Knights of Columbus—made a generous contribution to Camp Columbus, a summer day camp for special needs children.

- Muscular Dystrophy Carnival Contributors—Community organizations and businesses contributed money, time, and effort to the annual Muscular Dystrophy Carnival.

- Band Concert Sponsors—Businesses and service organizations sponsored the Town's summer band concerts on the Common.

- Local churches—provided space for Recreation Department programs.

- Volunteers—Hundreds of individuals volunteered their time to assist with Recreation Department programs and special events throughout the year.

- The Simonds Trust—approved an additional sum of $10,000 for improvement projects at Simonds Park.

- Local Baseball Enthusiasts—donated a batting cage to the Town for use by high school teams and all youth baseball groups. The batting cage was constructed at Simonds Park.

## RECREATION COMMISSION LOOKS TO THE FUTURE

The Recreation Department could not have successfully met the challenges of 1989 without the support and involvement of the Recreation Commission. The Commissioners stood firmly behind the Recreation Department staff when we faced the difficulties resulting from the Center School fire and when tough decisions had to be made about the future of the Department. Recreation Commission Chairman Ralph D'Agostino and members Ed Schuler, Mark Sherwood, Peter Coppola, and John Vanella spent a great deal of time during the past year discussing the future of the Recreation Department. At their last meeting in 1989, the Commissioners agreed that input from the Burlington Townspeople will be needed to help the Commission set a course for the Recreation Department to meet the challenges of the 1990's.

Following are some of the issues and concerns the Recreation Department will be considering in the 1990's:

- Reconstruction of the recreation wing of the Center School and return of the Recreation Department to that building.

- Update of the Town's Conservation/Recreation Plan.

- Development of a new 5-Year Capital Budget Plan.

- Preparation of future operating budgets.

- Revision of fees and charges.



*"Artists" at work in the Recreation Department's summer Pre-School Activity Program (Rick Karwan photo)*




*Bicycle safety is a major component of the Recreation Department's award-winning Safeplay Program. (Rick Karwan photo)*

- Possible development of the land-locked parcel for recreational purposes.
- Future organizational structure of the Recreation Department.
- Considering the need for a public swimming facility.
- Program planning in response to Community needs.
- Utilization of athletic fields as related to maintenance requirements.

The past year was a very dynamic one for the Recreation Department with more than its share of challenges. In the 1990's we look forward to converting many of those challenges into opportunities for all the people of Burlington.

Respectfully submitted,
Donald Roberts
Director of Recreation
James Marchese
Director of Maintenance



*Playgrounds are for "kids" of all ages. (Rick Karwan photo)*



*You don't have to be a 7-footer to spike the ball in volleyball games at Veterans Park. (Rick Karwan photo)*

# BOARD OF HEALTH



*(Left to Right) Back Row: Joan Ghio, Robert Hogan. Front Row: Terry McSweeney, Chairman Phillip Pollicelli, Robert Weiner.*

## BOARD OF HEALTH NURSE

I herewith submit my report as Public Health Nurse for the year 1989. A summary of programs and attendance follows:

| | |
|---|---|
| Home Visits | 604 |
| Office Visits | 1,672 |
| Well Elderly Clinic | 958 |
| Evening Walk-In Clinic | 610 |
| Tuesday Walk-In Clinic | 487 |
| Flu Immunizations | 600 |
| Pneumonia Immunizations | 12 |
| Immunizations, Children & Adolescents (Polio, MMR, DPT, Td, HIB) | 127 |
| Mantoux Skin Test for Tuberculosis Screening | 194 |
| Lead Paint Blood Tests | 41 |
| Comprehensive Eye Exams | 25 |
| Mammography Programs | 47 |
| Skin Cancer Screening | 41 |
| Cholesterol Blood Tests | 116 |
| Blood Sugar Screening | 154 |
| Arthritis Self-Help Workshop | 21 |

The nurses sponsored a two evening seminar entitled *Feeling Good About Yourself* at MSMS. Speakers were Terry Smith, a family counselling specialist, and Landon Saunders, nationally known radio commentator, lecturer and human relations consultant. Four hundred and fifty (450) area residents attended.

*Burlington Heartbeat—'89* A cardiovascular health promotion fair was also conducted at MSMS, coordinated by Board Members Ed Weiner and Bob Hogan. Guest speaker was Dr. Robert J. Nicolosi, internationally renowned scientist and nutritionist. Various screenings were offered, including: blood cholesterol, diabetes, carbon monoxide, as well as blood pressure monitoring.

Mr. Serge von Duvillard, an exercise physiologist, was on hand for consultations. Free literature was provided by the American Heart Association. About 70 persons participated in the various screenings.

Once again I wish to thank the members of the Board of Health who actively supported all my health programs throughout the year, all my faithful volunteers, and the Burlington newspapers for their excellent coverage.

Respectfully submitted,
Eileen M. Gauthier, R.N., BSN
Public Health Nurse

## HEALTH AGENT/SANITARIAN

I herewith submit my annual report as Board of Health Agent for the year 1989.

### INSPECTIONS

| | |
|---|---|
| Food Establishments | 318 |
| Housing | 57 |
| Public Swimming Pools | 28 |
| Septic Systems, Drainage | 88 |
| Recreational Camps | 2 |
| Occupancy Permits | 44 |
| Animals/Kennels | 12 |
| Nuisances, Illegal Dumping, Investigations | 208 |

### COMPLAINTS

| | |
|---|---|
| Food Service | 93 |
| General | 156 |

OTHER

| | |
|---|---|
| District Court Hearings | 2 |
| Special Sampling/Testing | 30 |

During the year meetings were held with contractors, architects, restaurant owners, and facility managers to review plans for renovation and construction of food establishments. Plan review also included subdivisions, site plans, special permits, sewage/drainage permits, and septic systems.

Additional duties included the dissemination of public health information and I attended a total of 13 seminars on public health topics.

Licenses and permits issued included the following: food establishments (restaurants, retail markets, cafeterias), mobile vendors, drainlayers, septage haulers, kennels, public swimming pools, recreational camp for children, keeping of animals, sewer, drainage, and septic system installer.

I wish to thank the members of the Board of Health for their support during the year and, again, I look forward to working for the Town of Burlington.

Respectfully submitted,
Brian A. Lockard, C.H.O., R.S.
Health Agent/Sanitarian

# ENVIRONMENTAL ENGINEER

An important function of the Environmental Engineer is to administer and enforce "The Control of Toxic and Hazardous Material" by-law. This by-law requires local businesses to register with this office if they use, handle or store toxic or hazardous materials.

This was the second year that this office received chemical information required by Title III of the SARA amendments. Such information is critical for emergency response planning by the Local Emergency Planning Committee (LEPC). The following are the particulars of these regulations and submittals:

| | |
|---|---|
| Businesses registered for hazardous materials | 120 |
| Businesses with registered underground storage tanks | 63 |
| Submitted SARA forms | 14 |

These registered underground storage tank systems had a maximum combined capacity of more than 571,000 gallons of hazardous materils. A recently adopted regulation of the Department of Public Safety requires USTs containing deisel or gasoline to be tested for leaks after only ten years of service. A local by-law enforced by the Board of Health requires all other USTs to be tested annually after 20 years of service. A great amount of effort is being expended to ensure these laws are complied with. Throughout the year inspections of local industry are conducted and waste sites are visited. The Environmental Engineer is also involved with hazardous material incidents and other releases of hazardous materials.

| | |
|---|---|
| Industrial inspections | 160 |
| Special site visits | 103 |
| Hazardous material spills or releases | 20 |

Through the efforts of the Environmental Engineer, Health Agent, and the Burlington Garden Club, the town had its most successful household hazardous waste collection day (V)—253 households participated. Approximately 550 gallons of waste oil, 44 vehicle batteries and 35 drums of hazardous waste were collected at this annual event.

Other significant projects of this past year included:

Managing the gasoline cleanup at the police station

Hazardous communication training for town personnel

Asbestos cement pipe removal from the Main Station

Hazardous waste consolidation and removal at Highway Garage

The Environmental Engineer will continue to serve the Town of Burlington in the coming year with particular concern for protecting and ensuring a cleaner and safer environment.

Respectfully submitted,
Richard Lombard, C.H.W.S., R.S.
Environmental Engineer

# MOSQUITO CONTROL PROJECT

The summer of 1989 will be remembered for its nuisance mosquito populations. There were 2 distinct population peaks. The first peak occurred in early June and resulted from a wet and abnormally warm May which produced extraordinary numbers of a late spring species and an early emergence of *Aedes vexans*, the primary species which emerges following summer rains. The second peak comprised primarily of *Aedes vexans* occurred in late August and was the result of a favorable weather pattern which began due to heavy rains which fell late in the summer of 1988. Frequent rains during the summer of 1989 continued to build up the population of this species which peaked following heavy rains in mid-August.

The East Middlesex Mosquito Control Project conducts a program in Burlington consisting of mosquito and wetland surveillance, larval and adult mosquito control, water management and public education.

The goal of the survey program is to target mosquito breeding areas and to measure changes in the larval and adult mosquito populations caused by weather. Wetlands are surveyed to develop information on characteristics which are related to mosquitoes. Larval mosquito population data is collected by field crews during spring and summer control operations. Adult mosquito populations are monitored regularly at 4 sites around the town. This data aids the Project in determining the need for and impacts of control. The State Public Health utilizes some of this data as part of an effort to monitor those species associated with Eastern Encephalitis.

Larval control is the control of mosquitoes when they are in their immature aquatic stage. The Project relies on the biological larvicides, BTi and Arosurf, for this control. A helicopter was utilized in April to disperse BTi granules over 146 wetland acres in the Vine Brook Swamp adjacent to Terrace Hall Ave. and Woodside Lane. Field personnel sprayed 20.8 wetland acres during the spring and summer when high densities of larvae were found breeding in stagnant water.

Adult mosquito control consisted of spraying 5,750.24 acres at night using truck mounted aerosol sprayers when survey traps indicated high populations of nuisance mosquitoes. Project field personnel sprayed 18.75 acres using portable sprayers to establish barriers to mosquitoes around recreational and wetland areas. For both larval and adult mosquito control, acreage is counted more than once when sprayed more than one time.

Water management reduces the source of mosquitoes by eliminating unnecessary stagnant water. This is accomplished by maintaining existing ditches in wetlands where blockages have accumulated causing poor drainage. Project crews cleaned 720' of ditch in a wetland near Beacon St. and Peach Orchard Rd. Some spot maintenance was done in a wetland adjacent to Locust St. and Mill St.

The Project's public education program is designed to develop an awareness within the public and the private sectors as to their roles in mosquito control. An educational video entitled "Fight Those Bites" was shown on the Burlington local access cable channel. The goals of the video were to explain the biology of mosquitoes, educate homeowners on what they could do to prevent or reduce breeding on their property, and to detail the operation of the East Middlesex Project. This educational video is available for use by schools and groups and can be acquired by contacting either the Health Department or the Project. The Project serves as a resource to residents, municipal officials and the media who are seeking information on breeding sites, controlling mosquitoes, pesticides and mosquito borne diseases.

Respectfully submitted,
David H. Henley, Superintendent

### FINANCIAL STATEMENT

| | | |
|---|---|---|
| Balance as of July 1, 1988 | | $6,051.32 |
| Appropriation for Fiscal Year 1989 | | 15,000.00 |
| Expenditures for Fiscal Year 1989 | | |
| Overhead Costs | | |
| Commissioners | 26.85 | |
| Superintendent & Clerk | 2,542,59 | |
| Project Labor | 3,139.46 | |
| Property Insurance | 42.22 | |
| Retirement | 1,139.54 | |
| Rent | 1,178.15 | |
| Utilities | 137.30 | |
| Office | 118.55 | |
| Shop and Building Repair | 67.62 | |
| Vehicle Maintenance | 173.94 | |
| Vehicle Fuel | 92.66 | |
| Field Equipment | 91.06 | |
| Capital Equipment | 44.28 | |
| Clothing | 62.30 | |
| Other | 104.35 | |
| Capital User Fee | 39.98 | |
| Direct Costs | | |
| Survey | 584.55 | |
| Water Management | 520.12 | |
| Helicopter Larval Control | 1,528.90 | |
| Field Larval Control | 1,259.73 | |
| ULV Truck Spray | 1,467.67 | |
| Total Expenditures | | 14,361.82 |
| Balance as of 6/30/1989 | | $6,689.50 |

# PUBLIC LIBRARY

### INTRODUCTION

The Mission Statement of the Burlington Public Library developed by the Board of Library Trustees, Library Administration and staff, and the Library Consultant reads:

1. **Pathways to Learning:** The library fosters an interest in learning for the young through the provision of collections, programs, and services for children in their developmental years and for their parents.

2. **Popular Materials Library:** The library acquires and provides popular materials in a variety of formats for its total readership.

3. **Reference Library:** The library serves as the principal source of information for the entire community and makes this information accessible through a variety of formats.

4. **Formal Education Support Center:** The library provides information and research support to enable student patrons of all ages to meet the curriculum objectives of their formal programs of study.

Over the years, the staff has worked very hard to fulfill this previously unformulated mission, but much more needs to be done in order to successfully accomplish its goals.

To this end, during the past year the automation project brought us on-line in the 24 member Merrimack Valley Library Consortium.

Also, the Board of Library Trustees, Library Administration, Library Staff and Consultants have been planning for expanded facilities and services which include doubling the size of the building to provide extensive expansion of the Children's Department; major reorganization of the Reference Department by providing a quiet research area with increased collection and databases; expanded community program areas; expanded print and non-print areas and collections, and provisions for full handicapped accessibility.

The departmental reports which follow detail the accomplishments during 1989.

**Staff**

Full-Time

Library Director—Geraldine C. Guentner
Assistant Director—Betsy Weisberg
Reference Librarian—Ann Cameron
Children's Librarian—Sandra Hoyt
Circulation Supervisor—Mary Lord
Circulation Assistant—Phyllis Rae

Part-Time

Circulation Assistants—Donald Loughman
Caroline Shaw
Reference Assistant—Brita Flemming
Cataloger—Joan Saklad
Cataloging Assistants—Dorothy Barron
Diana Scalph
Cataloging and Circulation Assistant—AnnMarie McMakin
Children's Assistants—Anna Papalegis
Ruth Yannetti
Cara Armstrong
Library Clerk and Interlibrary Loan—Jean Mattson
Library Pages—Yvonne Kenney
Christine Malone
Wendy Barkman
Rachel Giglio
Craig Milley
Mary Jo Pymm
Julie Snook
Scott Goddard

**AUTOMATION**

After two years of entering bibliographic data into the database of the Merrimac Valley Library Consortium, the Burlington Public Library began on-line circulation of materials on April 4, 1989. With one day of formal training by CLSI, the assistant director trained the entire staff for circulation control procedure. The staff re-registered library patrons for barcoded library cards. After nine months of use the staff and public admire the speed and effectiveness of the automated system. Patrons can now determine whether a book is on the shelf or out in circulation, and when it is due back in seconds. Books out in circulation can be reserved and held for the patron when returned.

In September the Library participated in a system-wide upgrade of the computer in Andover. Using an O-Circulation workstation the Library managed to give service during the ten days of downtime.

**AUDIO-VISUAL COLLECTION**

The video collection now numbers over 400 tapes, both documentary and feature films. The circulation is very active in this collection. More books on tape were added this year and the music cassette collection was expanded. One hundred twenty compact discs—classical, jazz and popular—were purchased and, after processing, should be available to the public in early 1990. Within budget constraints, the audio-visual collections should continue to grow in the coming year. Space limitations may curtail growth of the video collections since storage space is rapidly being consumed.

**REFERENCE DEPARTMENT**

The reference department has begun the transition to automated searches. While the original computer system requires special training to operate the terminals, recent upgrades have been designed to make it more user friendly.

We are now preparing to test the new CL/CAT public catalog system. This automated catalog will eventually replace the old card catalog and eliminate the labor intensive process of producing and filing cards. It will have the capability to search by title, author or subject, or any combination of these, by means of simple on-screen instructions.

The new system has also improved our ability to know how many books we have on a subject, how many copies of each one, and whether they are on the shelf. We can also tell when a book is due back, how many people have reserved it, and how many times it has circulated. This information will be helpful in learning areas where we need to improve our collection, as well as what materials are no longer useful.

Possible future options we are considering are online magazine indexes and specialized data bases. Acquisition of these will, of course, depend on the availability of funding and additional space in which to locate them.

## CHILDREN'S DEPARTMENT

During 1989 a variety of programs were offered to the children of Burlington:

—movie program for two year olds,
—story hour for three year olds,
—story hour for four and five year olds,
—after school programs for school children,
—a pajama story hour,
—a series of clubs, including magic and cooking,
—four sessions of a special holiday story hour,
—a puppet show and workshop during February Vacation,
—two creative writing workshops during April Vacation,

In all over 30 programs were offered to the town with an average enrollment of 20 children in each.

The 3rd annual Authorfest was held on Monday, April 10th. Nine authors visited the elementary and middle schools. For the first time an author gave 2 talks to preschoolers in the library. Much effort was expanded by the Burlington Elementary Enrichment Program and the Friends of the Children's Room to make this program possible. Planning began two weeks after last year's event.

In June Anna Papalegis and Sandy Hoyt visited the elementary schools to explain the rules of the summer reading club, Indian Summer. At each school kindergarten classes helped us in our presentation by doing an Indian rain dance. We had performances by native Americans and ended the summer with a pow wow and a picnic on the town common. (450 children participated).

In addition to all these library programs throughout the year, nursery schools and day cares came to the library for programs. Classroom visits for booktalks were made to the Wildwood and Memorial schools.

A tea was held in September for the school librarians, some of whom are participating in the planning for Authorfest.

The Friends of the Children's Room had a busy year with two breakfast meetings and fundraisers. With the money raised the Friends funded the programs listed above.

Cara Armstrong is our newest staff member. She is a strong addition to the staff and planned the last event of the calendar year, a sleep over for children in grades 3 to 5 which was a great and successful way to bring the busy year to a dramatic end.

## ADULT PROGRAMS

The Library co-sponsored a baby-sitting course in conjunction with Winchester Hospital. Karen Gray, RN taught teenagers babysitting facts with the use of films, dolls, printed materials and demonstrations of techniques.

Financial management programs were given by Waddell and Reed, Dean Witter, Merrill Lynch, IDS and the Lexington Financial Group.

The assistant director continued to act as advisor to the Friends of the Library. She gave a talk on new library acquisitions at the Senior Center in November.

## PROFESSIONAL ACTIVITIES OF STAFF

The Director and Assistant Director attended monthly MVLC meetings.

The Cataloger and Circulation Staff attended monthly meetings of MVLC groups pertaining to their specialties.

The Children's Librarian spoke to the Rotary Club on programs offered and needs of the library.

Betsy Weisberg, Sandy Hoyt, Jean Mattson and Ruth Yannetti took a course on Introduction to the Mackintosh.

The Children's Librarian participated in the Eastern Region Book Review Group and serves on the board of the Massachusetts Library Association, the New England Round Table of Children's Librarians, and the conference committee of the New England Library Association. She is reviewing books for the Horn Book Guide.

Anna Papalegis participated in NOBS, attending several programs in area libraries. She developed a list of books for the Kindergarten alphabet program.

Ruth Yanetti attended the Eastern Region program and the Horn Book lecture honoring Nancy Ekholm Burkhart. She served as a hostess to David Macaulay at the Globe Horn Book awards ceremonies at the N.E. Library Association annual conference.

## EXHIBITS

Community groups continue to exhibit in the library's exhibit area. The Friends of the Library exhibited tote bags and materials from their geneology

workshop. There were displays from the Burlington Historical Society and the local Veterans Organizations. George Myers displayed his rock collection. Walter Pingree showed his Indian paintings. George Weinstein previewed his photographs of mystery authors. The Massachusetts Department of Social Services tried to make the public aware of foster parenting with their exhibit.

Exhibits for 1989 in the Children's Department cases were: an exhibit from the Chinese Song-zhu Cultural Association; puppets; chocolate raffle; Girl Scouts; Authorfest; Indian Baskets; Indian Paintings; Raffle of Painting and Jr. Woman's Club Year of the Young Reader Project.

**DONATIONS CHILDREN'S DEPARTMENT**

At the suggestion of the Friends and, with their help, a reading corner was created in the Children's Department. Elaine Wishneusky donated a table, and 3 chairs were moved from the adult department. The corner has become a popular place for parents to read to children and to watch spontaneous performances at the puppet theater.

Donations for a circulating toy collection were solicited from Paperama, The Balloon Shop, Discovery Toys, Sears, Early Learning Centers and Tupperware.

Local artist, Walter Pingree, donated a portrait of an Indian which was successfully raffled off by the Friends.

With the new computer the staff has begun developing and updating book lists.

The adult department's Friends group funded a hospital kit for the Children's Room containing materials and books about hospitalization. It has had heavy use.

Boston Edison contributed a video and a book on safety.

The Cancer Society contributed a resource kit HELPING CHILDREN COPE WHEN A PARENT HAS CANCER.

The Jr. Women's Club ran a Year of the Young Reader Buy-a-book-for-the-library program and 32 books were added to the collection. With the escalating cost of books, this program organized by Maria DiTucci was most appreciated.

**ADULT DEPARTMENT**

The Way To Cook by Julia Child—donated in Memory of Grace Barry by a group of friends of Anna Kilfoyle.

Subscriptions to the New England Farm Bulletin and New England Gardner—donated by Paulette Speight.

Donation for books from Welcome Wagon.

$500 from the Woburn District Court as part of their Community Restitution Probation Fund to the book account.

Index Technology Corporation $125.00 as a Matching Gift to that of their employee Elliot Chikofsky.

Elliot Chikofsky and Julie Michutka $350.00 donation.

Friends of the Library—file cabinet for Special needs materials. Aquarium Pass; Microfilm of Burlington News.

Burlington Junior Women's Club
Pass to DeCordova Museum
Pass to Museum of Fine Arts

Raytheon Service Corporation
Pass to the Computer Museum

Bay Bank Middlesex—payment for book marks

Somerset Bank—borrowers card holders

**MEETING ROOM USE**

In addition to the library programs, the following groups used the meeting room:

Head Injury Support Group
Last Word (Toastmasters)
Leslie College
Friends of the Library
Burlington Garden Club
Burlington High School Reunion
Burlington Handicapped Recreation Program
Burlington Youth Wrestling Asso. (sign-up)
Neighbor Network
Burlington Elementary Enrichment Program
Burlington Extended Day Program
Welcome Wagon
Senator Kraus
U.S. Census Bureau (Training enumerators)
U.S. Postal Workers

**STATISTICS**

Circulation

| Adult | Juvenile | Total |
|---|---|---|
| 74,763 | 68,270 | 143,033 |

| | |
|---|---|
| Reference Questions | 10,156 |
| Traffic Count | 113,348 |
| Days Open | 318 |

| | | |
|---|---|---|
| Interlibrary Loan | | |
| Materials Borrowed | 708 | |
| Materials Loaned | 383 | |
| Reserved Books | 1,783 | |
| Borrowers Registered | 5,553 | |

Materials Added To Collection

Books

| Adult | Juvenile | Total |
|---|---|---|
| 1475 | 1995 | 3470 |

AV and other non-print materials

| Adult | Juvenile | Total |
|---|---|---|
| 340 | 197 | 537 |

Materials Withdrawn

Books

| Adult | Juvenile | Total |
|---|---|---|
| 663 | 127 | 790 |

AV and other non-print materials

| Adult | Juvenile | Total |
|---|---|---|
| 56 | 46 | 102 |

| | | |
|---|---|---|
| Items in Collection 12-31-88 | 55,958 | |
| Items Added 1989 | 4,007 | |
| Items Withdrawn 1989 | 892 | |
| Total Items in Collection | 59,087 | |

**MONIES TURNED INTO TOWN**

| | | |
|---|---|---|
| Fines and Service Charges | $2952.00 | |
| Books Lost and Refunded and Donations to Book Budget | 4826.10 | |
| Payment for Lost Cards, Reserve Notices and Microfilm Print-outs | 531.75 | ($147.00 Microfilm print-out) |

**CONCLUSION**

In conclusion, I wish to thank the Board of Library Trustees, the two Friends groups, and all the individuals and institutions who supported our endeavors during the year.

Respectfully submitted,
Geraldine C. Guentner
Library Director

# TRUSTEES OF THE BURLINGTON PUBLIC LIBRARY

It was an exciting year for the Burlington Public Library. We've entered the age of high-technology with computers and laser beams serving the Burlington Library patron. After months of our librarians entering data into the computer of the Merrimack Valley Library Consortium, we went "on-line" on April 4. All materials are now entered into the computer system when checked out and returned. The process, using laser scanning bar-code readers (affectionately called "zebra stripes" by the librarians), is quicker than the old check-out method.

Inter-library loans are now much easier and faster, through the Consortium computer. Patrons can be told immediately whether another Consortium member library carries the book requested and whether it is presently available. The requested book is usually delivered to our library within two or three days for checkout by the Burlington resident who ordered it.

The library also acquired a new microfilm reader/printer and a personal computer system this year. The microfilm reader/printer was needed to meet the increased public demand for access to microfilms and microfiche. The personal computer has increased the efficiency of paperwork and budgeting within the library.

The Board of Trustees and library staff have continued to work with library consultant James Kennedy towards a new or expanded library. We are also participating in the Capital Buildings Study Committee and have been designated as one of the highest priorities for the town. After looking at various other potential sites in town for a new library building and after also conferring with Max Ferro, the architectural consultant hired by the Capital Buildings Study Committee, it was determined that the best alternative would be to add a second story to the existing library building. Our plan for 1990 is to ask Town Meeting to fund design development plans, and to begin a fund-raising campaign in the private sector to reduce the overall cost to the town of the library expansion.

The Board bade reluctant good-byes to two trustees this year, and welcomed two new ones. Job commitments precluded trustee Chip Berlet's running for re-election to our Board: Ms. Amy Warfield was elected in the April public election. Barbara Adler resigned in May for personal reasons. After announcements in the press and an appointment of one resident who served for only two months we were pleased to welcome Dr. Richard Lewis to the Board. The Board appreciates the dedication and hard work of our former trustees Barbara and Chip, and is pleased to have new trustees who are giving the same great enthusiasm and dedication to the board. Our Board truly went from strength to strength.

Trustees Richard Radtke and Julie Michutka attended the annual meeting of the Massachusetts

Library Trustees Association in October. Richard Radtke attended a day-long workshop on problem-solving for boards of trustees; Julie Michutka attended lectures on various aspects of library expansion and fund-raising.

Trustee Richard Radtke has also represented the Library on the Burlington's Capital Buildings Study Committee. Also in 1989, Trustee Richard Radtke and Library Director Geraldine Guentner attended a meeting of the New England chapter of the Association of College and Reference Librarians on refurbishing and building new libraries.

The Trustees particularly appreciate the help received from the Friends of the Burlington Public Library. This small but active group is dedicated to raising additional funds for the Library and to providing programs of community interest. Their help is instrumental in our efforts to make the Library as effective as it can be.

The Board of Library Trustees thanks Town Meeting members for their continued support in our efforts to provide a high-quality modern library for the citizens of Burlington.

As always the Board recognizes the tremendous efforts made by Library Director Geraldine Guentner and her staff in furthering quality materials and services to the public. We give them special thanks for the extra work entailed this past year by the process of computerizing the library collection and by the efforts toward a future expanded library.

Finally, we ask that you feel free to contact any of the Trustees, directly or through the Library, with any questions, concerns or ideas you have.

Respectfully submitted,
Julie Michutka, chair
Richard Radtke,
vice-chair
Deborah Baer
Richard Lewis
Thomas Short
Amy Warfield

# SCHOOL COMMITTEE



*(Left to Right) Front Row: J. Edward Fogelberg, Chairman Christine Monaco, Lucy Damiani. Back Row: Donald Muse, Student Representative Phillip Lieberman, Vice Chairman John L. Vanella*

| | Term Expires |
|---|---|
| Christine Monaco, Chairman<br>18 Corcoran Road | 1990 |
| John L. Vanella, Vice Chairman<br>8 Pearson Circle | 1990 |
| Lucy Damiani<br>7 Hearthstone Drive | 1992 |
| John E. Fogelberg<br>214 Winn Street | 1991 |
| Donald Muse<br>21 Davida Road | 1992 |

The regular meetings of the School Committee are held in the School Committee Room, Open Space A, Burlington High School, Burlington, on the second and fourth Tuesday of each month at 7:30 p.m. If a change in meeting dates is voted, a posting on the Town bulletin board is required by law. Information is secured by calling the Superintendent's Office.

**Superintendent of Schools**

Thomas Michael (retired 6-1-89)
B.S., Springfield College
M.Ed., Springfield College
C.A.G.S., University of Connecticut
Doctoral Candidate, Boston College

Robert M. Neely
B.A., University of California
M.A., University of California
M.B.A., Boston College

**Assistant Superintendent for Curriculum and Instruction**

Michael J. Malinowski (through 8/89)
B.A., Boston University
M.A., Northeastern University

**Assistant Superintendent for Business and Finance**

James L. Picone
B.S., Salem State College
M.A., Suffolk University
Doctoral Candidate, Boston College

**Director of Curriculum and Instruction**

Avalin Green
A.B., Middlebury College
M.Ed., University of Virginia
Doctoral Candidate, University of Pennsylvania

**Director of Pupil Services**

J. Kevin Foley
B.S., Boston University
M.Ed., Northeastern University

**Director of Plants and Facilities**

Thomas J. Flaherty, Jr.
Plant Management, Principles & Practices Extension Courses-University of New Hampshire
U.S. Naval Technical Schools
Corporate Director of Real Estate
Wang Corporation

Robert F. Morgan, Assistant Business Manager

Monica Curtin, Supervisor of Attendance

**Burlington High School Administration**

Maynard M. Suffredini, Jr.
Principal
B.S., Boston State College
M.Ed., Boston State College
C.A.G.S., Northeastern University
Ed.D., Boston College

Otto M. Contardi
Associate Principal
B.S., Northeastern University
M.Ed., Northeastern University

Samuel F. Gualtieri
Associate Principal
B.A., Middlebury College
M.Ed., Salem State College

Michael Pace
Associate Principal (through 6/89)
B.S., Salem State College
M.Ed., Boston State College

**Marshall Simonds Middle School**

Richard J. Connors
Principal
B.S., Salem State College
M.Ed., Boston University

**Elementary Schools**

Paul Cabral
Wildwood School
B.S., Salem State College
M.Ed., Salem State College

Gloria L. Lombard
Fox Hill School
B.S., Northeastern University
M.Ed., Boston College
Ed.D., Boston College

Ann L. McNamara
Memorial School
B.A., Emmanuel College
M.Ed., Northeastern University

Stephen E. Preston
Pine Glen School
B.S., Salem State College
M.Ed., Northeastern University

# SCHOOL COMMITTEE

Nineteen eighty-nine witnessed several changes in the administration of the Burlington School Department. After nearly twenty years of service to the Burlington Public Schools, Superintendent Thomas Michael retired for reasons of health. Mr. Michael left the Burlington Schools in June to retire to the Cape. Tom is well known and highly respected in the Burlington community. He leaves a legacy of dedication to our youngsters and his efforts on their behalf will always be remembered.

September brought yet another central office retirement. Assistant Superintendent Michael Malinowski retired from his post in Burlington in order to become Superintendent of Schools in Coventry, Connecticut. Mr. Malinowski had been a member of our central office team for eighteen years and had been the Assistant Superintendent for Curriculum and

Instruction for the past eight years. Mr. Malinowski has our best wishes for a most successful tenure in Coventry.

During that time between the departure of Mr. Michael and the arrival of our new Superintendent we were fortunate to have Mr. John Stella acting as Interim Superintendent. Mr. Stella was superintendent of schools for many years in Ipswich, Massachusetts, until his retirement. A delightful and caring man, he very ably conducted the School Department business for the interim period.

August brought the Burlington Schools a new Superintendent—Mr. Robert Neely. The School Committee, with help from the community and administrative staff, conducted an exhaustive search and unanimously appointed Bob Neely on June 27. He assumed his new position on August 1. Mr. Neely is a native Californian with excellent education credentials and considerable central office experience in school systems in both California and Massachusetts. Most recently he was Superintendent of Schools for the Nauset Regional School District. He has been enthusiastically welcomed by the School Department and the community. Mr. Neely's leadership is already making a positive impact on the Burlington Schools.

Shortly after the departure of Assistant Superintendent Malinowski, and on the recommendation of Superintendent Neely, the position of Assistant Superintendent for Curriculum and Instruction was eliminated, and the position of Director of Curriculum was created. Mr. Neely, with the help of several of our principals, conducted a thorough search, and as one of the final decisions of 1989, the School Committee unanimously appointed Mrs. Avalin Green to this position. She joined our Central Office staff on January 2, 1990. Mrs. Green recently relocated to Massachusetts, from New Jersey. She has outstanding credentials and is highly respected for her curriculum work.

In order to more effectively serve the community, the School Committee changed its policy on public participation in September of 1989. The previous policy required four hours notice of intent to address the Committee—given to the Superintendent or the Committee Chairman. The new policy requires no previous notice. The Committee hopes the new policy will encourage community participation and input at a time when communication and responsiveness to the needs of the citizens are top priorities.

During 1989, results from the most recent state assessment tests showed significant improvement at the elementary level, and some improvement of the middle school level. At the high school, the SAT results showed marked improvement over the previous year.

Together the School Committee and the School Administration began to look at ways to emphasize academic rigor in our schools. A study of graduation requirements was begun, and with our new superintendent goals were set which are aimed at improving the quality of education in Burlington.

A concerted effort was made by the School Committee and the School Administration to present a budget for FY90 that would serve the needs of the school system and be sensitive to the fiscal restraints facing the town. This budget was presented to all sectors of the community for thorough discussion and input. After presentations by Assistant Superintendent for Business and Finance, Jim Picone, and Chairman of the School Committee, Christine Monaco, Town Meeting approved the budget as submitted.

The year 1989 was the end of one era and the beginning of another for the Burlington Public Schools. With the installation of a new administration, a strong focus on increasing communication with the public, and broad efforts toward increasing the emphasis on academic rigor in our schools, the year was one of success and remarkable progress.

Respectfully submitted,
Burlington School Committee
Christine Monaco, Chairman
John Vanella, Vice Chairman
Lucy Damiani
John Edward Fogelberg
Donald Muse

# SUPERINTENDENT OF SCHOOLS

I want to thank the many people of Burlington who have made my first few months here so pleasant. The warm reception and support that I have received from both the staff and the citizens of the town have helped to make my job a very enjoyable one.

Although Burlington has a fine school system, there is, of course, always room for improvement. Consequently, I have established six goals for the system that were approved by the School Committee in October which will contribute to improving the schools. These goals are:

**Improve Massachusetts Assessment Test Scores at the middle school and high school and to improve the S.A.T. scores at the high school by strengthening the academic requirements and realigning portions of the curriculum to reflect the state assessment tests.**

- The 1988 assessment test results for the middle and high schools hovered around the state average in reading, math, science and social studies. Although these scores were not

necessarily bad, they could certainly be improved by adjusting our middle school and high school curricula to reflect the assessment test objectives. In addition the 1989 S.A.T. scores, which were higher than any year since 1973 (with the exception of 1986), could be improved even further by adjusting our curriculum and by strengthening the academic requirements for graduation from Burlington High School. As a result I have recommended to the School Committee that all students be required to take four years of English, three years of mathemtics, two years of science, three and one-half years of history and social studies in addition to the other current requirements.

**Establish and begin to implement a curriculum review procedure by January 1990 which will result in an articulated curriculum throughout grades K-12.**

- If the assessment and articulation of the district's curriculum is to be done in an organized and systematic fashion, a written curriculum review procedure needs to be established which will permit our professional staff to review and revise portions of the curriculum each year. As a result I have recommended to the School Committee a procedure that delineates which subject areas will be reviewed annually, who will be involved, and what the budget and time schedule will be so that entire curriculum will be reviewed every five or six years.

**Improve the school buildings and grounds while remaining within the confines of the current budget by replacing old Lexan windows and lighting fixtures and by beautifying the grounds.**

- Although the school buildings have been well maintained over the past few years, they are relatively old structures that need a number of capital improvements. Moreover, the surrounding school grounds could be improved by trimming the grass next to the school buildings and planting additional shrubs and flowers. Improving the physical plants is particularly important because run-down schools imply that education is a low community priority, and that, in turn, may contribute to poor student attitudes. On the other hand, bright, well-maintained and comfortable school buildings with neatly groomed shrubs and lawns send a clear message to students that school is important and that education is highly valued in the community.

**Create a budget which will meet our students' educational needs yet remain within a total budgeted amount agreed upon by the School Committee and the Ways and Means Committee.**

- It is important that the 1990/91 budget reflect the educational needs of the schools as well as the town's fiscal realities so that it will be approved by the Town Meeting without controversy. My goal this year is to create such a budget and to effectively communicate with all interested parties in order to facilitate the process.

**Improve the quality of instruction by initiating a staff development program in April which will concentrate on the theory and practice of effective instruction and supervision.**

- The research of the last 20 years has provided a sound body of knowledge regarding effective instructional practices. Unfortunately, this body of knowledge has remained largely within the confines of the major research universities and has not been widely disseminated throughout the public schools. The U.C.L.A. Model of Effective Teaching and Supervision, under the direction of Dr. Madeline Hunter, addresses this problem by summarizing the major research in effective instruction and supervision and by disseminating it to the public schools teachers through a program which emphasizes both theory and practice.

  This spring we will begin implementing the Effective Teaching Program with a group of volunteer teachers and administrators from each of our six schools. Dr. Ann Williams, a colleague of Madeline Hunter, will conduct an initial five-day workshop which summarizes the current research on effective instruction and will then observe participating teachers in their own classrooms during the second week.

  This is an extremely positive program that has been universally praised by participating teachers and administrators. I implemented this program during the three years that I was Nauset's Superintendent and found participating teachers to be extremely enthusiastic. I believe that there will be the same reception in Burlington.

**Improve communication between the school system, parents, the Ways and Means Committee, Town Meeting, and the community at large by publising a newsletter, increasing cable TV coverage of school activities, and establishing a formal schedule of meetings with the Ways and Means Committee to discuss budget issues.**

- Because teachers and other school personnel are engaged in the vital task of educating all children from kindergarten through grade 12, we often assume that the public will automatically see the importance of our task and will support our efforts with few questions. Although this may have been true at one time, dwindling fiscal resources and the increasing number of citizens without school-age children make that assump-

tion invalid. We must, therefore, concentrate on communicating our accomplishments and our needs to the public at large, and especially to the Town Meeting and to the Ways and Means Committee who must ultimately pass on the school department budget. Consequently, this year we have published a newsletter which has been distributed to all citizens emphasizing the schools' accomplishments and needs and increased cable TV coverage of school activities.

I know that we will be successful in accomplishing these goals because of our hard working staff and the support people in Burlington have shown their schools throughout the years. I am looking forward to the coming years as Superintendent.

Respectfully submitted,
Robert Neely
Superintendent

# BURLINGTON HIGH SCHOOL

Course offerings at Burlington High School continue to provide for students both an academically challenging and culturally stimulating program. With more than ten departments scheduled for courses, students may elect from a wide array of subject areas and within four academic levels.

In addition to a scholastic program, an extensive extracurricular program is available for all students. Ranging from our twenty-eight athletic team program to such cocurricular opportunities as Debate and Math teams, Science Olympiad, Collab and Devil's Advocate, to name a few, educational opportunities are abundant and meeting the needs of students.

However, for the past several years, there has been a marked decrease in enrollment at Burlington High School. Due to this phenomenon, we are continually assessing the needs of our student body along with the programs being offered.

Along with this decline in population, there has been an increase in the number of students pursuing post-secondary education. As a result, greater emphasis is being placed upon traditional college preparatory courses by students. Therefore, those courses outside of the traditional college preparatory program, and which are commonly associated with a comprehensive high school, are not being selected by students as frequently as they have in the past. This growing change, along with a declining enrollment, has diminished Burlington High School's role in maintaining a comprehensive high school.

Each year, our course catalogue is reviewed in addition to all academic requirements. Currently, in an attempt to strengthen our program, graduation requirements will be increased from ninety credits to one hundred credits. Also, a variety of new course requirements will be presented to the Superintendent for approval by the School Committee.

This past year has brought new staffing changes at Burlington High School where several retirements took place. Mr. Robert Murphy, Mr. John O'Brien and Mrs. Helen McLaughlin, all from the English Department, and Mr. Lido DeMasi of our Social Studies Department retired from our teaching staff. Mrs. Mary Mercer, our School Nurse, also retired. Ms. Maura Mastrogiovanni, who had been on maternity leave, was riffed due to low seniority and budget reductions, and Mrs. Kathleen Stutz resigned to pursue advanced graduate study. Custodian, Mr. Al Napolitano, was transferred to the Pine Glen School, also due to budget reductions. In addition, the administration experienced a reduction in personnel with the elimination of one Associate Principal position. Mr. Michael Pace was reassigned to the Math Department at Burlington High School as of September 1989. New to our staff are Mr. Joseph Casey and Ms. Carla Panciera, of our English Department, and Mrs. Veronica Bergman, School Nurse.

Overall, we are very pleased with the performance of our student body. Daily attendance has been excellent, the percent of failure has been reduced, and the total school environment has improved quite positively.

Respectfully submitted,
Dr. Maynard M. Suffredini, Jr.
Principal

# ART DEPARTMENT

Burlington High School art students received honors in the regional and state Scholastic Art Exhibition for the twenty-third consecutive year. Students also contributed work to Lahey Clinic's permanent collection of student work from area schools for the nineteenth year.

In the spring of 1988, the department produced its sixteenth annual "Exhibition." Over 600 pieces of work were exhibited in the library and main lobby. The Home Economics and Music Departments again contributed to the opening night by providing refreshments and music.

The Graphic Design classes provided work for the school publications. They also created four new supergraphics, one of which was the new logo they designed for B-Cat, the local cable company. They also painted another large supergraphic at the Wildwood Elementary School. Graphic design students did the promotional material for the school musical "Once Upon A Mattress" as well as the complete play book,

done under Ms. Sullivan's direction. Students under Mr. Young's supervision painted the sets for the musical. Mr. Little's photo students provided photographs for the course catalog, yearbook, student newspaper and the town newspaper. Ms. Sullivan again designed the calendar for the Burlington Scholarship Foundation. Mr. Little contributed his photographic expertise as well.

Representing Burlington at the second annual Art All-State Festival at the Worcester Art Museum were Allison Colgan, Bonnie Sullivan and Chris Gola. Mr. Young was a member of the steering committee for the event, which is jointly sponsored by the museum, the Massachusetts Art Education Association, the Mass. Alliance for Arts Education and the Mass. Directors of Art Education.

Dr. Peter London, Professor of Art at Southeastern Massachusetts University, was a featured speaker for the art staff, K-12, during the January release day. Dr. London's presentation focused on DBAE—Discipline Based Art Education and the Getty Institute in California. Ms. Sullivan and Mr. Young conducted a Macintosh computer workshop for staff during the morning of the same day.

The department's computer lab continued to expand. New additions in September included two new Macintosh SE computers, a MacII computer and a Tektronix color printer, all of which gave Burlington art students state-of-the-art equipment. Visitors from the New England region continued to visit the lab as a resource in developing their own programs.

Ms. Sullivan and Mr. Young were featured presenters at the National Art Education Association's annual convention in Washington, D.C. in April. Their topic was "Introducing Computer Technology In A High School Art Program." In August, they also represented Burlington Schools at the special education seminar which preceded the Macintosh "MacWorld" convention in Boston.

Ms. Sullivan was honored by the Mass. Alliance for Arts Education as one of their "Outstanding Arts Educators" for 1989.

Art students from the class of 1989 were accepted at Pratt Institute, Parsons School of Design and the Rhode Island School of Design. A record number of Burlington students (nine) are members of the freshman class at the Massachusetts College of Art.

Respectfully submitted,
Philip E. Young, Chairman
Art Department

# BUSINESS DEPARTMENT

The Business Department offered one new course for the 1989-90 school year—Accounting III. This course was offered within the regular curriculum to allow those students to continue studying accounting until graduation. Accounting III was previously offered as an independent study.

The Business Management and Economic Theories classes organized and ran two student companies, The Devil's Sweats and Shortcuts. These two companies functioned with the assistance of two outside consultants, Mr. Gary Lerner, of Prime Computer Co. and Ms. Janet Muto, of Hewlett-Packard. The Devil's Sweats sold Burlington Red Devil's sweatshirts and Shortcuts sold Burlington Red Devil's boxershorts. Each company realized a profit and returned all profits to the stockholders.

The Department remains constant with four staff members. There were no retirements or changes in staff members.

New proposals underway this year are for the formation of an advisory board and a school bank program.

Respectfully submitted,
Kathleen Nasson, Chairperson
Business Department

# ENGLISH DEPARTMENT

The English Department implemented new requirements for seniors, bringing to culmination an extensive overhaul of the cirruculum. With these changes in place, every BHS student is now required to take and pass a full year course. Along with full year required courses for each grade, the department continues to offer an array of supplemental electives in writing, speech, media, journalism and college board review. The department believes that each student at BHS receives a balanced, comprehensive background in the communication arts.

June 1989, marked the end of an era in Burlington education with the retirements of Helen McLaughlin, Robert Murphy and John O'Brien. More than 100 faculty and friends gathered on a warm evening last June to salute these teachers whose combined service to Burlington totalled 98 years. The retirements and a resignation from Cathleen Kinsella Stutz accounted for the largest staff turnover in 15 years. Budgetary restraints dictated that 2 of the 4 vacancies would be filled. In September, BHS welcomed Joseph Casey and Carla Panciera.

During the past year, another edition of *Collab* under the direction of Kevin Field and Paul Howard hit the newstands to accolades from the community

and awards from the National Council of Teachers of English. The department is grateful to the advisors and staff whose hard work provides a showcase for the fine writing that goes on in the classrooms of Burlington High School.

Respectfully submitted,
Robert W. Casey
English Department Head

# FOREIGN LANGUAGE DEPARTMENT

Approximately 550 students or over fifty percent of Burlington High School students study a foreign language. We teach four years of Latin and German and five years of French, Spanish and Italian. The number of students studying German has been declining due to the fact that we do not offer German at the Middle School level. Stressing the "basics" has always been important in teaching a foreign language. The use of texts, aural/oral drill, slides, filmstrips and videos facilitate the acquisition and retention of material and skills needed to be able to speak, read, write and understand the foreign language. These varied techniques arouse student interest and motivate them to continue their foreign language study past the two years required by Massachusetts in order to enter the State College system.

The Department sponsors fieldtrips to plays, films, dance companies and ethnic restaurants. We have three foreign students living in Burlington for the school year. Two are from West Germany and one from Finland. Two teachers will lead groups to France and Spain during the April vacation. In May, twenty German students will arrive with their teacher, Mr. Helmut Beck, for a month-long stay in Burlington. This program has been supported by the School Department for thirteen years. Burlington students will go to Hockenheim, West Germany as their part of the Exchange in October 1990. The Department will again raise funds this year to financially support these educationally vital programs.

Respectfully submitted,
Edward A. Doyle, Chairman
Foreign Language Department

# HEALTH EDUCATION DEPARTMENT

The Burlington Public Schools Health Education Program continues to maintain excellence in the areas of curriculum design and instructional presentation. Many changes have been made in the areas of CPR, First-Aid and AIDS Education.

This fall four faculty members attended a two-day workshop at the Northeast Regional Education Training Center, in North Andover, on AIDS/HIV Prevention Education. This was a most rewarding experience for our team members: Ellie Packer, Paula Kaplan, Dennis Thompson and Joe LeVasseur. Also, in the area of AIDS education, four assemblies were provided for the student body by trained Red Cross instructors with printed follow-up information.

In May our department sponsored Alcohol Awareness Week which featured programs, displays and assemblies at all schools. Our high school program consisted of an improvisational music performance entitled "Eddie." This was held at two school assemblies and during one evening for the public. Media coverage during our Alcohol Awareness Week was coordinated with the local cable television for community viewing. Mrs. O'Grady, elementary health teacher, has relocated to Manchester, New Hampshire, and Joe LeVasseur was appointed health teacher.

Respectfully submitted,
James A. Trentini, Coordinator

# MATHEMATICS DEPARTMENT

The Math Department courses continue to meet the needs of all student levels by offering a wide variety ranging from Advanced Placement Calculus, Advanced Computers such as Pascal, Fortron, Cobol, A.P. Pascal to Basic Skill Math and computer selections.

The Computer Programming courses continue to be popular especially the most recent additions of Lotus, A.P. Pascal, and Graphics. We expect interest to remain high and, in order to meet the need, we must continue to upgrade equipment.

In light of interest in computers, over 50% of the department members have been enrolled in Advanced Computer courses the last few years. Eleven members of the department currently meet pending certification requirements for computer instructors. 25% of the department currently either teach computers for local colleges or work part-time as consultants for local computer companies. A number of former members work full time for computer firms and often volunteer their services to help the department keep abreast of industry trends.

The Math League had one of the best years ever finishing third in Eastern Massachusetts behind Canton and Lexington. They were invited to the State tournament held in Worcester.

Thanks to "Best Bet" a number of curriculum projects have been undertaken in computers and math.

Respectfully submitted,
James P. Curtin, Math Dept. Head

# HIGH SCHOOL PUPIL SERVICES DEPARTMENT

The Guidance Department has worked to meet the diverse and complex needs of the high school student population. The Guidance Counselors, through the use of varied counseling techniques, work with students to identify and remediate problem areas as well as to help them develop appropriate educational/career goals and courses of action to achieve those goals.

The programs for special needs students continue to be effective in identifying learning problems as well as helping students cope with complex societal issues.

The Guidance Department hosted representatives from 79 colleges and technical schools who spoke to interested students regarding admission requirements, costs and financial aid information during conferences at the high school.

The college computer information system (COLLEGE COUNSEL) was utilized by 228 students the past school year. Each participant received a personalized booklet detailing those colleges that appear to best meet their needs, interests and abilities. This information used in conjunction with the expertise of the Guidance Counselors provided the necessary information for the student to make a positive collegiate choice.

The 1989 Burlington High School Scholarship Program produced positive results. The number of donors increased to 143, an all-time high. Scholarships, totaling $159,150, were distributed to 238 recipients. Our deepest gratitude is extended to the local individuals, civic groups and business organizations who contributed to the scholarship program.

**The following is a profile of the Class of 1989:**

Size of Class: 311 students

| | |
|---|---|
| Number of Students Continuing Education: | 266 or 86% of class |
| Number of Students Seeking Employment: | 39 or 12% of class |
| Number of Students Entering Military: | 5 or 2% of class |

**Continuing Education Information:**

| | |
|---|---|
| Four Year Baccalaureate Programs: | 203 or 65% of class |
| Two Year Associate Degree Programs: | 55 or 18% of class |
| Educational Non-Degree Programs: | 8 or 3% of class |

**Scholatic Aptitude Test Information:**

Mean Score—Verbal: 429
Mean Score—Math: 480

Respectfully submitted,
Thomas Imbriglio, Chairperson
High School Pupil Services

# READING AND BASIC SKILLS

At Burlington High School, the reinforcement of reading related skills is considered essential to understanding the content of a complex curriculum. To assist in this process, the Reading Specialist provides the necessary support services to students of all grades. Diagnostic testing provides valuable information leading to individually designed programs for students and classes. Referrals come directly to the Reading Specialist from counselors, parents, teachers, and students themselves.

The Reading Specialist also coordinates all aspects of State testing, including the Massachusetts Test of Basic Skills for all freshmen, and the Massachusetts Assessment Test for all seniors. These tests, along with other valuable data, provide a vehicle for curriculum and instruction review, evaluation, and revision.

Respectfully submitted,
Robert F. Conceison
Reading Specialist

# SCIENCE DEPARTMENT

In the Spring semester, Physics teacher Ms. Maura Mastrogiovanni began maternity leave and was replaced by Mr. Robert Randall. Into the Fall semester, this position was not retained.

Biology students again took part in Operation Environment in May at Harold Parker State Forest under the direction of Mr. Richard Beaumont. The Marine Science Club's annual trip during April vacation was to Barbados with Mr. Donald Tocci.

Astronomy students, under the direction of Mr. Arthur Fundeklian, have transformed Room 157 into a planetarium. The work of former students remains and enhances the Astronomy atmosphere for those who follow. A Meade ten-inch reflecting telescope has been obtained through School Improvement funds for Astronomy students' regular evening sky watch sessions.

In November our Science Olympiad Team stood in first place among some fifteen suburban high schools under the direction of Mr. David Luther.

Pursuit of Science continues to draw Burlington students to classes as over 80% are enrolled in a Science class.

Respectfully submitted,
David L. O'Hearn
Science Department Chairman

# SOCIAL STUDIES DEPARTMENT

The Social Studies Department of Burlington High School has undertaken several important changes within the past year. A major curriculum improvement was achieved when the School Committee authorized our request for a reorganization of the United States History program. Sophomores are now required to take a one semester course titled "United States History to 1840" which places emphasis on state and local history. In the junior year, students devote the whole year to studying United States History from 1840 to the present with a major focus on global politics and world affairs in the twentieth century. All of the members of this department worked vigorously towards the adoption of this improvement, and we are enthusiastic about its anticipated success.

The course of study for the new sophomore course was written this summer by a workshop comprised of James Beaudry, Robert Costa, Joseph King, Richard Roche and the department chairman. It is hoped that another curriculum workshop can be conducted next summer so as to finalize the course syllabus for the new junior year United States History program which will commence in the fall of 1990.

A new and more challenging text book has been adopted for use in the upper level of the freshman World History I course. After thorough and careful examination of all the better text books on the market today, a choice was made by the several World History teachers and approved by the School Committee in the fall. A host of supplementary and enrichment materials are also supplied by the publisher which will further ensure the effectiveness of the new text.

Throughout the year, members of this department attended numerous conferences, seminars, and professional programs. Most of our teachers attended the Northeast Regional Social Studies Convention held in Boston in March. Two members of the department attended a drug and alcohol awareness program sponsored by Mount Auburn Hospital. Individual instructors participated in each of the following: a social studies forum on increasing student achievement; a curriculum conference at the University of Lowell; an economics seminar at Philips Andover Academy; and a lecture program sponsored by the World Affairs Council. Three law teachers attended the 14th annual Massachusetts Law Related Education conference held at the University of Massachusetts in Amherst. Finally, the chairman of this department continues to attend the monthly meetings of the "North of Boston Social Studies Department Chairmen" organization.

Field trips continue to be an important supplement to our course offerings. The law field trips to the State House and Suffolk County Court House, conducted each semester, are very successful and highly worthwhile. Also, during the year, Mr. Costa took the anthropology students to the Harvard University Museums Complex; Mr. Beaudry conducted an economics field trip to the FED and the Computer Museum; and Mr. King gave up part of his Memorial Day weekend to chaperone sophomore students, for the third year, to the Bentley College Model United Nations. We are also pleased to report that Mr. King has organized a timely field trip to the Soviet Union, with School Committee approval, which is scheduled for the April vacation of 1990.

Guest speakers and special programs have also enriched our curriculum. Mr. Costa made arrangements for Mr. John Hanafin, of the local police department, to give a demonstration of the Canine Unit. The law students of Mr. Driscoll and Mr. Hoyt were addressed by professor Jean Clouetre of Hesser College on the topic "Careers in Law." Mr. Costa's honors sociology students conducted a creative field experiment in cooperation with Lexington High School which stimulated the interest of students and faculty at both schools.

The chairman of this department along with Mr. O'Hearn, chairman of the science department, participated in a National Science Foundation institute, in July, administered through the Paul Tsongas Industrial History Center and the University of Lowell. Twenty-nine master teachers from all over the United States participated in the three-week program which was designed to improve the teaching of industrial history and science. The very high caliber of the readings and lecturers—as well as a number of esoteric field trips—made the whole institute both challenging and stimulating.

Three full-time student teachers were trained within the Social Studies Department during the year as part of our commitment not only to concern ourselves with the youth of the present but, as well, help prepare the incoming teachers for the next generation. In the spring semester of 1988-1989 Mr. Roni Rechnitz practice taught here through a graduate program at the University of Lowell. In the fall semester of 1989-1990, Mrs. Linda Gulla, working out of Salem State College, and Mr. Robert Semeraro, from Boston College, completed their student teaching requirements.

There were two staff changes during the year. In June, Mr. Lido DeMasi retired after being with the Burl-

ington School System for 34 years. In September, Miss Hope Elizabeth Luder returned, part time, after a two-year leave of absence.

Respectfully submitted,
Jeffrey W. Hoyt, Chairman
Social Studies Department

# MARSHALL SIMONDS MIDDLE SCHOOL

1989 proved to be a year of distinction and growth for the diversified program of studies in place at Marshall Simonds Middle School. The school and its faculty received significant recognition for their efforts in addressing the academic and development needs of the adolescent. Marshall Simonds was chosen as one of eleven Massachusetts nominees for the 1988-89 United States Recognition Program. Representatives from the school attended a ceremony at the Massachusetts Department of Education at which the fine educational programs offered to students at M.S.M.S. were publicly acknowledged by Commissioner of Education, Harold Raynolds, Jr.

Throughout the past year the teachers from Marshall Simonds participated in various staff development programs in order to enhance their instructional methods. Fifteen teachers met in a five-day summer workshop structured around the topic of "study skills." Topics included the teaching of study skills across the curriculum, outlining, summarizing, the use of notebooks, test wiseness, time management, school and home responsibilities, homework, and extending study skills beyond the school experiences. The middle school staff is now emphasizing study skills in grades six, seven, and eight by incorporating the teaching of these skills into the reading curriculum. The nine science teachers at Simonds evaluated their science program at an intensive one-week workshop. Specific science goals that are now being met because of this in-service opportunity include the addition of physical science to our grade eight science curriculum and the decision to teach life science in grade seven and earth science in grade eight.

Fourteen Marshall Simonds teachers were recipients of Horace Mann Grants during the past year. These monetary stipends were established by the Commonwealth of Massachusetts to provide expanded opportunities for professional growth for teachers. This exceptionally high number of grant winners from one school indicates the staff's willingness to go beyond their normal duties to benefit children. It also demonstrates their ability to develop successful projects that address some of our educational needs in Burlington. The topics approved for funding included curriculum development in the areas of art, keyboarding, literature, science, study skills, communication, mathematics, special education, and the middle school BEAM program.

The Marshall Simonds Middle School Improvement Council recommended fourteen proposals for state funding that significantly benefitted the school community. It is important to note that one of the approved projects was submitted by a parent and provided for the funding of mathematics consultant Mahesh Sharma who spent three days at Marshall Simonds teaching classes and holding seminars for middle school mathematics teachers. Parents were also instrumental in sponsoring an "authorfest" for our students.

Curriculum assessment and development continued to be a high priority for the administration and staff. The exploratory subjects of foreign language, music, art, home economics, and technology education were evaluated and scheduled to provide flexible programming. Language arts teachers maintained their commitment to student writing by successfully implementing the Technical Application of Basic Skills (TABS) approach which allows children to use computers to enhance the writing process. Mathematics, science and social studies were other departments in the school that influenced their curriculums by updating educational strategies and instructional materials.

Many vehicles are used to recognize the talents of students from Marshall Simonds. Three Scholar's Breakfasts were held to honor students in grade eight who received an academic average of 90% or better. "Students of the Month" were recognized in writing, science, foreign language, art, and physical education. Instrumental music students received state-wide honors in the district band competition. Medals were given to exceptional students in all academic and exploratory subjects at final end-of-the-year assemblies in grades six, seven and eight.

John Kalinen, a technology education teacher at M.S.M.S. retired after twenty-eight years of exemplary teaching at both the Francis Wyman and Marshall Simonds Middle School. Kevin Kille who recently taught at the middle school level in Winchester was hired to replace John. Virginia Beharrell, a grade six teacher, and Roseanne Lee, a school media specialist were granted leaves of absence. Sandra Troscianecki returned from a two year leave of absence to replace Mrs. Beharrell. Marlene Carroll returned from a one year leave of absence to assume her home economics teaching assignment, and Helen Downes, a media specialist with experience in the Nashua, New Hampshire, and Watertown public schools replaced Mrs. Lee. Cynthia Dubois, who formerly taught at Burling-

ton High School was transferred to a learning center teaching position at the middle school.

Marshall Simonds Middle School will continue to focus all of its energies on the development of school practices that address the special needs of the adolescent. This will be accomplished by pursuing curriculums that emphasize academic skills, and by increasing the quality and quantity of instructional methods required to stimulate and motivate these unique students. We encourage the active participation of the community in this important mission.

Respectfully submitted,
Richard J. Connors,
Principal

# FOX HILL SCHOOL

We have had some changes in our faculty this year. Mr. James White, who had taught in Burlington for fifteen years, was appoionted Principal of the Westminister Elementary School in Westminister, MA. Our permanent substitute, Michelle Patti, replaced him at the second grade level.

Due to changes in teaching assignments at different grade levels, Mrs. Joanne McDonough, who was an instructional assistant in kindergarten, is now teaching in the third grade.

This year, Miss Julie Campagna requested a transfer and is presently teaching at Wildwood School. Miss Jeanne Basile, the classroom music teacher, is on one year leave. She and her husband, a Fulbright Scholar from Berklee School of Music, are in West Africa. Mrs. Cheryl Hemenway has been appointed music teacher for this year.

Two other new members of our faculty are Miss Debbie Taylor, kindergarten instructional assistant, and Miss Susan Hughes, our permanent substitute.

During a routine check of air samples, a slightly elevated level of pollution was recorded at Fox Hill. This was caused by damaged ceiling tiles and the decision was made to remove the cause. In late spring we began the extensive planning for asbestos removal in the entire building. All furniture was marked and stored in the gym. All books from classrooms, book closets and the library were packed. All boxes were marked and were also stored in the gym.

In early July, the ceiling tiles and all light fixtures were removed. A thorough cleaning of the metal structures was done and clean air samples were again taken. The building now has an entirely new ceiling and lighting system.

Due to the outstanding cooperation of the faculty and custodial staff we were able to open on time in September.

The Fox Hill PTO had another very active year. The usual events, i.e., the Pumpkin Fair, Holiday Gift Shop, and the Family Picnic were financial successes but, more importantly, social events. Whenever Fox Hill families come together it strengthens our concept of neighborhood school.

The Fox Hill Playground Committee was formed this year to raise money and install playground equipment on the school grounds. Through bottle drives, bake sales, Patron of the Playground Drive and general donations, the fund is at approximately one-third of the total goal.

Respectfully submitted,
Gloria Lombard, Ed.D.
Principal

# MEMORIAL SCHOOL

The 1988-89 school year was a very eventful one for the Memorial School Community. The inclusion in our district of two new apartment complexes viz. The Arboretum and Stone Farms brought an increased enrollment of more than forty students. This required an additional kindergarten classroom bringing the classes to three at each level. Because space is at a premium, it became necessary to reduce the I.M.C. to two rooms including the computer classroom.

After twenty eight years of devoted service, our beloved librarian, Marie Seminatore made the decision to retire. Her many years of dedicated service will be long remembered by those who were edified by her hard work and love of sharing her knowledge. Because of Marie's many and varied interests particularly singing, painting, sewing and cooking skills, her retirement years will be full and productive. We wish her Godspeed.

Several staff members have joined us this year and have already become an integral part of our programs. We welcome heartily, Marie Gordinier, our new librarian; Sandra Hoy and Adrienne King, the new kindergarten team; Gayle Russell, a third Chapter I tutor; and Michele McGowan, the Building Permanent Substitute. Each of these teachers has already made a special and unique impact on our over-all program. We were sorry to have Dorothy Grant resign from our cafeteria team due to illness after twenty years of service, and wish her strength and courage for the future. Carol Keene has been appointed to replace her, and has become a hard working and pleasant addition to the cafeteria crew.

Supplementing the core curriculum, which has been assiduously followed, many enriching programs have added special dimensions to provide valuable learning experiences for the students. Many of these have been made possible through the cooperative and tireless effort of our own P.T.O. and the system-wide P.T.O. enrichment programs.

Other enhancements were provided through Chapter 188 funds awarded to the School Improvement Councils for disbursement. Special thanks for their hard work and participation on the council to parents: Betty Bergeron, Donna Coy, Laura Driscoll; parent at large: Linda Gradozzi and teachers: Patricia Ireton, Mary Lowe and Elisabeth McCauley. Ten projects were approved and included: a Macintosh IIE Hard Drive and Ventilator; the Manitook Indian Project; Encouraging Concepts—a behavioral lecture for the faculty; a video monitor; continuation of the Polaroid Film program; a Cultural Education Collaborative which brought Carol Korty who used the medium of playwriting to help the children develop their imaginative powers and critical thinking. Perhaps the most innovative project was the National Geographic 78 Society program for the Prepublication release of the "Kids Network HELLO." Memorial School was one of a thousand schools chosen to participate in a worldwide telecommunication network, focusing on science and geography through the use of mapping, graphing, telecommunications and word processing. This special program will continue to the next level during the coming school year.

Our first fifth grade completed the D.A.R.E. Program with a graduation ceremony filled with hope and confidence that our young people will continue to unite in their mutual support to save each other from the societal scourge of drugs. Much credit must be given to Officer Claudell Moore who wholeheartedly and tirelessly gave of herself to the students through this innovative program.

Special thanks are offered to your P.T.O. Board and Officers who have been so supportive of the children and staff of the Memorial School.

Respectfully submitted,
Ann L. McNamara
Principal

# PINE GLEN SCHOOL

The Pine Glen School had another busy and exciting year. Additional improvements were made in the school building and on the school grounds. Inside the building new floor tile was installed on the first floor corridor. Also, new lights have been installed throughout the building. Future plans include the installation of new window glass in our lower level classrooms. Outside improvements were made to our play areas. A new soccer field and baseball diamond were made available by the Recreation Department. Also, our entire driveway area and asphalt play area were resurfaced.

Leaving the Pine Glen teaching ranks after many years of excellent service was Mrs. Helen Murphy. Mrs. Murphy was replaced by Mrs. Elaine Sheehan. Other new staff members are Ellen Lewis, Fran Amenta, Barbara Summer and Anne McGann.

The Pine Glen P.T.O. continues to support the school faculty. Money raised helps to supplement the curriculum through excellent enrichment programs and provides extras which help make our students feel good about themselves. Barbara Howard and Judy Spano Davis are co-presidents of the Pine Glen P.T.O. this year.

Our major emphasis continues to be geared toward the importance of reading. Our weekly newsletter highlights "good books" and our school *Reading Corps* promotes reading at home. We want our students to be the best readers in Burlington.

Respectfully submitted,
Stephen E. Preston, Jr.
Principal

# WILDWOOD SCHOOL

The year 1989 brought many changes to the Wildwood School. The kindergarten experienced a large increase in students necessitating the addition of another kindergarten classroom. Many new faces were added to our staff. They included: Lisa Screnci, Denise Paquette, Sue Breslin, Julie Campagna, Lisa Herlihy, Elaine Babajtis, Elizabeth Crisafulli.

The physical plant continued to be improved. Ceilings have been painted or replaced, lighting in the administrative area has been replaced. Much needed shades have been installed to replace old and worn blinds. The old wooden flag pole has been replaced with a new fiberglass pole. The playground has been enlarged, and the exterior of the building has been further landscaped and is being nicely maintained. The overall appearance of the building has been a very pleasing one.

The work of our P.T.O. continues to be of the highest caliber. The P.T.O. has tirelessly raised money to provide the school with:

Monthly educational programs
A new copy machine

Enlarged playground
More playground equipment
Strong parent support for the school and its programs

The ultimate aim of our school is to create a positive atmosphere where each child can reach his/her potential. The program at the Wildwood has grown and developed over the years into one that we are all very proud of. The faculty and staff of the Wildwood School are committed to providing each student with the skills necessary to ensure that he/she will become a a competent contributing adult.

Respectfully submitted,
Paul Cabral
Principal

# COMPUTER APPLICATIONS COORDINATOR

The students within the Burlington Public Schools have many unique opportunities to learn about technology. The school committee, administration, and staff are working to provide the best possible computer related education at all levels. Students are learning computer skills which are directly related to their present and future educational development, preparation for the world of work, and life skills in general.

The elementary teaching staff and computer resource teacher have used computers to study data bases, spreadsheets and wordprocessing. Individual teachers use computers to assist their classroom basic skills instruction in math, language arts and reading. Fourth graders at several schools are involved in a nationwide computer science project to study the impact of acid rain and other related science topics. Student work is regularly published using the computer. The computer staff have involved themselves in curriculum based projects for teachers to use in all curriculum areas.

Middle school students encounter computer use in language arts classes, science classes, computer literacy classes, learning centers, reading classes, and in activity block. Special projects in social studies and science have been initiated and continued. A student newspaper was published with the Macintosh computer at MSMS. Teachers and the computer staff are constantly working to increase student exposure to technology and its impact on their lives. Math classes use technology for exploration of mathematical problem solving. The middle school computer program extends the skills learned by students in the elementary schools and prepares students with baseline computer literacy which can be explored in more detail at the secondary level.

High school students use technology in almost every department of the high school. Most students have elected at least one programming course, and many have taken computer courses in the math, business, English, and art departments. Students are becoming proficient with computers for very simple uses and for intensive investigation in the sciences and humanities. Students are graduating from Burlington High School with a broad range exposure to the power and utility of computers. New programs allow students to study Lotus 123, use computers as tools to assist in artistic expression in graphic design, painting, and for basic computer literacy. Musicians continue to study music theory using the computer as a composing tool and instrument. New programs in the English, and business departments provide for learning desktop publishing and written expression as well as the study of business related topics.

The newest program jointly developed by high school media, subject area teachers, and computer staff provides for student access to increased research skills using computers for library research and information processing. This project has provided the staff and students with very sophisticated means to obtaining information for reports and content based learning activities. The science department has begun to use interactive video with laserdisc technology and computers to study physics problems as well as create simulations in chemistry and the study of genetics. The industrial arts department has developed a pilot project to begin using technology in Computer Assisted Graphic Design. The social studies department has used technology to explore economic principles, review for advanced placement tests and other related professional staff uses.

The computer department made an extensive report to the school committee and created a system-wide oversite committee to plan for the use of technology within the Burlington Public Schools into the 1990's. The oversite committee will be providing to the school committee and the townspeople of Burlington a comprehensive plan for continued and improved technology related educational opportunity for the students and residents of Burlington.

Respectfully submitted,
Arthur Fallon
Computer Applications Coordinator

# MULTI-MEDIA SERVICES DEPARTMENT

## ELECTRONIC RESEARCH ROOM INSTALLED AT HIGH SCHOOL

Installation of a new electronic reference section for the Burlington High School Library has recently

been completed. The research facilities include a TOM (text on microfiche) system on film and CD Rom Disk. This system assists students in searching magazine citations on topics for research reports, as well as providing students with an additional 61 current magazines on microfiche for research purposes. Students can search for the appropriate articles, choose specific data for their assigned topic and finally obtain desired copies for fusion into the research paper.

The *Electronic Bookshelf,* a computer-based reading incentive program, quizzes students on novels they are required to read. The books, which are all available in the library, are marked with gold, red and green stars to signify their level of difficulty. The gold star is worth three points, the red star is worth two and the green star one. The program was created for freshmen English classes. The program allows students, who learn grammar at a faster pace then their classmates, to go to the library and select any book on the prepared list. Following a computerized quiz, *Electronic Bookshelf* then keeps track of each student's scores, titles of books read and points accumulated. The *Electronic Bookshelf* is an excellent incentive for reading. Students can read novels and quiz themselves on the computer. They are very excited about the *Electronic Bookshelf*, as it introduces them to excellent literature that they otherwise may not have the opportunity to read.

The most expensive diverse piece of equipment in the new research room is the *Dialog Classmate*, an online database that connects students by telephone line to various information sources. Since the database costs $15 per hour to use, students may only pick three databases at a time. Before going "on line," students must have completed the groundwork for their research, indicating the strategy for their search with a minimum of two pages of information concerning their topic.

Agriculture, chemistry, economics and the environment are just a few of the databases available for students on Dialog. Similar to other systems mentioned, *Dialog Classmate* comes with a printer.

Mrs. Margaret Hallisey, Burlington High School Library Media Specialist, is convinced that the Electronic Research Room has lessened the level of frustration students feel when they use the school library. She feels that the new center has made students more enthusiastic about research and gives them the skills to be independent lifetime learners.

### NEW LIBRARY MEDIA SPECIALISTS

Two new Media Specialists were added to our media staff in 1989. This was due to the retirement of Ms. Marie Seminatore at the Memorial School, following twenty-nine years of faithful service, and Ms. Roseann Lee taking a year maternity leave from the Marshall Simonds Middle School.

Replacing Ms. Seminatore is Ms. Marie Gordinier, a resident of Wilmington, MA. Ms. Gordinier brings valuable experience in school media to Burlington. Marie is a graduate of Emmanuel College with advanced degree work at Simmons College and Boston University. She will earn her Masters degree in June.

Ms. Helen Downes, a resident of Watertown, MA, is assigned to the Marshall Simonds Middle School. Ms. Downes brings vast experience as a School Media Specialist as well as a Masters degree earned at Boston State College.

### CABLE NETWORKS PROVIDE FREE EDUCATIONAL PROGRAMMING

This past year funds were provided to enable us to install video cable in an additional 82 classrooms in our four elementary schools and the Marshall Simonds Middle School. Cable installation will provide an abundance of additional educational programming for classroom use by teaching staff. The following cable channels are currently providing educational programs, free of commercials, for use in the classroom: 1. CNN—Cable News Network; 2. The Discovery Channel; 3. Art and Entertainment Network; 4. The Learning Channel; 5. The Weather Channel; 6. C-Span and 7. Disney Channel. It is our privilege to work cooperatively with Continental Cablevision of Wilmington, Massachusetts, to bring our students in Burlington educational programming via "Cable in the Classroom," a continuous resource of quality, commercial free programming to compliment all curricular areas. We are certain that "Cable in the Classroom" will be an exciting, fresh, new way to provide real information for active learning.

Respectfully submitted,
Ernest J. DeMartinis
Director of Multi-Media Services

## MUSIC DEPARTMENT

The Burlington Music Department had a very busy year developing classroom programs, reviewing text books for future adoption and preparing for public performances.

Elementary schools presented programs in December and May during school assemblies and evening performances. Special assemblies were scheduled in the elementary schools featuring middle school band and choral students in the spring and again in December.

The Marshall Simonds Middle School Band presented evening concerts on May 2 and December 19 as well as during the school day. An exchange concert with Newburyport took place on June 7 and 9. The Marshall Simonds Middle School Stage Band was awarded second place in a Northeastern Jazz Competition scheduled in Foxboro. They performed for senior citizens on June 12, for eighth grade graduation as well as during all regular concerts.

Marshall Simonds Middle School choral groups included the sixth grade chorus and the combined seventh and eighth grade unit. They held evening performances on May 9 and December 20. In addition to a tour of three elementary schools on December 15, they performed at Quincy market during the holiday season.

The Burlington High School Marching Band was authorized to hold a summer band camp from August 21 to 31. They performed at all football games in the fall as well as the Woburn Halloween Parade in October. In the spring they traveled to Disney World in Florida for a special performance during their April vacation. Participation in the Memorial Day Parade completed their activities for that school year.

Evening concerts were presented at Burlington High School featuring choral and instrumental concert groups on May 18, May 25 and December 14. The concert band performed for graduation ceremonies on June 11 as well as for the academic awards assembly on June 15.

An awards banquet was held for middle school band parents and students on May 10, high school marching band parents and students on December 6 and for all Burlington High School concert groups on June 5.

District events included the Junior Festival at Acton Boxborough Regional High School on March 18. Ten students in grades 7, 8 and 9 participated. The Senior District Concert took place on January 14 at Waltham High School and included five Burlington students. The Burlington High school play, "Once Upon A Mattress," took place on April 7th and 8th.

Over 300 Burlington students attended concerts at Symphony Hall in Boston in March, May and November.

On behalf of music students throughout the system and their teachers, I would like to thank the community for their support of the programs cited in this report as well as all of the activities that occur in the classroom on a daily basis.

Respectfully submitted,
Frank G. Cagliuso
Director of Music

# DEPARTMENT OF PHYSICAL EDUCATION AND ATHLETICS

## PHYSICAL EDUCATION

The country's emphasis on physical fitness continues to be highly visible throughout 1989. All ages showed a genuine concern for nutrition and personal fitness. As a result, the Physical Education Department in Burlington began testing elementary and middle school youngsters with the newly adapted national fitness test "Physical Best." Our curriculum reflects a greater emphasis in the development of fitness at all levels. Burlington's unique physical education skating program at the Ice Palace continues to be a highlight of the year for fifth graders. The volunteer skating instruction, under the guidance of Ms. Corey Mungillo, is much appreciated by all.

The physical education swim program for elementary special needs students continues to provide an activity where high school students can provide support and leadership while assisting in an educational and therapeutic program for younger students. The physical education program provides activities that not only are self supportive but are an extension of the overall program. Among these are the bicycle club, rock climb, canoe trips and open gym.

A highlight of the year was the first faculty-student coed volleyball tourney run during March. The tournament saw over 200 students and faculty take part all under the direction of Mr. Fred Powers. Burlington High School's Intramural Weight Lifting Team entered and won the first annual Middlesex Weight Lifting Championship. The intramural ski program, after many years, moved from Crotched Mountain to Temple Mountain and enjoyed outstanding ski conditions and cordiality.

As we move into a new decade we find that a greater emphasis must be placed on the early development of physical fitness as well as the challenge to provide instruction in lifetime carry over activities.

## INTERSCHOLATICS

This past spring the Burlington High School Mens Tennis Team captured its first Middlesex League Title, a credit to the players and coach, Mike Phelan. The 1989 Wrestling Team were League champions under the direction of Coach Joe LeVasseur. During the fall our golf team repeated this performance as it took its second league title in ten years. Coach Rick Beaumont was selected as golf coach of the year by the Lowell Sun newspaper. Other coaches received similar honors: Ms. Nina Warner, Girls Gymnastics, Lowell Sun's Gymnastic Coach of 1989, Mr. Robert

Concesion the Middlesex League's Girls Soccer Coach of the Year, and Mr. Richard Verzone was selected as District B's Athletic Director of 1989.

Once again, many teams and individuals qualified for state tournament competition including girls basketball, gymnastics, both men and women, and girls soccer. The girls spring track teams had outstanding years.

Richard Anderson, a senior, was awarded a good sportsmanship award from the Boston Garden for his contributions to athletics during his senior year as a competitor and manager.

Burlington, for the second consecutive year, hosted a seminar for over 200 athletes from the Middlesex League focusing in on leadership skills and winning strategies.

Dr. Alan Goldberg, a noted sport psychologist, also presented his program to parents of winter athletes.

In December, after 14 years of outstanding service to the town, Mrs. Shirley Klotz, secretary to the department, retired.

Respectfully submitted,
Richard H. Verzone
Athletic Director

# OFFICE OF PUPIL SERVICES

The Pupil Service Department continued to provide a variety of services to the students in the Burlington Public Schools. The programs that are administered by the Office of Pupil Services include Guidance, Special Education, Chapter 1, English as a Second Language, Health Services, Attendance and the State Testing Program. Compliance with a variety of State and Federal Laws is monitored by the Department.

To ensure that our data collection methods meet the needs of the system, the computer capability of the Department was upgraded during the past year. This allowed for the Department to store and retrieve an increased amount of information. This, in turn, greatly assisted in our ability to generate information required for documents and reports. In addition, it allows for the better monitoring of students' programs.

The Burlington Public Schools received a grant from the Massachusetts Department of Education to establish a Parent Resource Center. The purpose of the Center will be to extend and improve services to three and four year old children in Burlington. The Resource Center will be for parents of preschoolers, nursery school teachers and day care providers. Developmentally appropriate toys, materials, books and articles will be available on loan. The Early Childhood staff will provide consultation to parents and professionals.

The School Committee and the citizens of the Town of Burlington have continued to support the programs provided by the Office of Pupil Services.

Respectfully submitted,
J. Kevin Foley
Director Pupil Services

# NURSING STAFF

Each student in the school system is annually screened for any deficits in the following areas; referrals number:

| | |
|---|---|
| audio screening | —75 |
| vision screening | —110 |
| postural screening | —36 |
| podiatry examination | —46 |

Any variations from recommended standards are sent home as a referral for further medical evaluation with requests that follow-up information be shared with the nurse.

Visits to the health room numbered 14,213

Dismissed due to illness or injury, 1986

Physical examinations done by the school physician, Dr. Goldfarb, are as indicated.

Grade 4—38
Grade 7—15
Grade 10—9
Sports—356

Physical education temporary restrictions 71

Communicable diseases, mainly chickenpox, accounted for 152 cases.

Fluoride participants (weekly mouthrinse program): 992

Mantoux tests (Tuberculosis screening for new staff, volunteers and student teachers) numbered 69.

Special transportation (students with injuries): 9

Home instructional cases: 10

Accidents at school numbered: students-66; staff-39

Medications given at school on a daily basis numbered: 10 (mainly for attentional disorders)

Emergency medication on hand (bee stings, asthma, etc.): 37

Cases of parasitic infestation known: 54

The nurses were able to participate in 15 sessions of classroom instruction and attended seminars on the following subject areas: AIDS; wound care; Alzheimer's disease; and asthma.

Again statistics on immunizations on all the students have been carefully maintained and most parents are very cooperative in updating needed boosters. We appreciate their support as well as that of the staff in trying to maintain a healthful school setting.

Respectfully submitted,
Lois Conroy, R.N.
Supervisor of Nurses

# SUPERVISOR OF ATTENDANCE

The Supervisor of Attendance has the legal responsibility of insuring that all Burlington residents between the ages of 6 and 16 years receive an education by attending school on a regular basis. Supported by the special programs implemented through the Office of Pupil Services, students are afforded a better opportunity of developing their potential. The attractive features of such programs tend to influence students positively and directly affect their daily school attendance.

A student is considered truant if he willingly absents himself from school without the knowledge of his parents or school officials. In such cases parents are notified and administrative action is taken. Habitual tardiness, if not corrected, can become a serious problem for students. It is recommended that parents of middle and high school students notify the respective schools in the case of their child's absence. This enables the department to handle attendance more efficiently.

### LUNCH PROGRAM

The Burlington School System participates in the National School Lunch Program. Students are able to purchase their lunch for one dollar ($1.00) daily. If a family finds it difficult to purchase these lunches at the full price, they may apply for free or reduced price meals. The price of a reduced meal is 40 cents daily. Eligibility for this program is determined by income guidelines set down by the Federal government. Applications for the program are available at the schools or may be obtained at the Office of Pupil Services. Students may apply to the program at any time.

### WORKING PERMITS

As Supervisor of Attendance for the Burlington Public Schools, I request the cooperation of all citizens in abiding by the rules and regulations established by the Massachusetts Department of Labor relative to the employment of minors. Every child between the ages of 14 and 18 years of age must by law have a working permit. This must be kept on file at the place of employment. On termination of employment, the permit must be returned to the Office of Pupil Services within 24 hours. A minor is allowed to work only at the job stated on the employment permit. If he or she changes to a different type of employment, a new permit must be secured.

A child under the age of 16 cannot work earlier than 6:30 a.m. and not later than 6:00 p.m. for a total number of hours not to exceed 40 hours in a week. A child over 16 years of age may work no later than 10:00 p.m.

Permits may be obtained by the student at the Office of Pupil Services in the Administrative Unit at Burlington High School any weekday between the hours of 8:00 a.m. and 4 p.m.

It is incumbent upon us as educators and members of the community to guide students in achieving a healthy balance between education and employment.

### STATE REPORTS

The Supervisor of Attendance has the responsibility of coordinating the state reports filed with the Department of Education on October 1 and May 1 of each year. The School System Summary Report, Individual School Report, the School-Attending Child and the Educational Census present a total picture of the educational process for the Burlington Public Schools. The Massachusetts Public School Improvement Act of 1985-Chapter 188 has generated the Individual School Student Data Report which is completed by the schools and returned to the Department of Education at the end of every school year.

Respectfully submitted,
Monica J. Curtin
Supervisor of Attendance

# SCHOOL PHYSICIAN

The sports physicals for this year are now completed and the physical examinations will begin

shortly. The students have been most courteous and cooperative to facilitate this huge task. I wish to thank all the school nurses, whose organization skills have made my job much easier. A fond farewell to Mrs. Mercer, who is now into her well-deserved retirement.

I wish to thank the coaches and trainers and especially Mr. Verzone for his assistance during the football season. All injuries were handled efficiently and quickly. My congratulations to the football team for their gallant efforts this season and a most exciting Thanksgiving game victory. We are all proud of them and look forward to an even more exciting season next year.

Respectfully submitted,
Gary L. Goldfarb, M.D.
School Physician

# SCHOOL PODIATRIST

I hereby submit my report as the school podiatrist for the year 1989.

The foot examinations have been completed at the Marshall Simonds Middle School, Pine Glen School, and the Fox Hill School.

The foot examinations at the Wildwood School, Memorial School and the High School will be completed in the coming weeks.

I want to take this opportunity to thank the Superintendent of Schools, the Principal, the nurses, the teachers, and in particular the Physical Education Department, including the coaches, for their close cooperation and assistance.

Respectfully submitted,
John L. Casey Jr. D.P.M.
School Podiatrist

# PLANTS AND FACILITIES

Plants & Facilities Department has been very busy this year maintaining a safe, healthful and pleasant educational environment. Our biggest challenge this year was "Asbestos Removal." Through the hard-working and unselfish endeavors of our staff at the Fox Hill School, we accomplished the complete removal of all asbestos throughout the school, replaced approximately 60,000 sq. ft. of ceiling, installed approximately 650 new energy efficient lighting fixtures plus all the general cleaning and maintenance that was required. This project was completed within two months without a loss of one school day.

Asbestos was also removed in boiler rooms and other various areas of the Marshall Simonds, Memorial, Wildwood and the High School during this same two month period. We will be applying for State reimbursement.

**Efforts have been implemented to effect economies in the following areas:**

1. Reduction of operating costs through effective preventative maintenance programs.
2. Continuation of programs updating plants at all schools in order to obtain more efficient fuel consumption and avoid costly failures.

**Amongst some of our accomplishments this year were:**

1. Replacement of the bleachers and sport lights at Varisty Field.
2. Interior painting of classrooms and corridors at various schools.
3. Replacement of front doors at the Memorial School.
4. Completed Phase 3 on ceiling replacements at the Memorial and Wildwood Schools.
5. Replacement of incandescent lamps with flourescent fixtures at Memorial, Pine Glen and Wildwood Schools, obtaining better lighting at reduced power consumption.
6. Locker repairs and painting at the High School.
7. Major asphalt paving at the Pine Glen and Marshall Simonds Schools.
8. Continued overhaul and replacement of valves, fittings and controls throughout the school system.
9. Replacement of sound system at Marshall Simonds auditorium.
10. Refinished gym floors at the High and Marshall Simonds Schools.
11. Continued window replacements throughout the school system.

I would like to thank my clerical, custodial and maintenance staff, plus the Recreation Maintenance Department and the Department of Public Works, and all others who have helped to accomplish a most successful year.

Respectfully submitted,
Thomas J. Flaherty, Jr.
Director of Plants & Facilities

# SHAWSHEEN VALLEY REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

Elected Representatives of the Regional School Committee are: Anthony R. Mazzone and Mark Trifiro from Bedford; Kenneth L. Buffum, Chairman, and Bernard Hoar, Secretary, from Billerica; John P. Miller and Alfred Verrier from Burlington; Richard E. Griffin and J. Peter Downing from Tewksbury; and Kevin J. Sowyrda, Vice Chairman, and John Gillis, Treasurer from Wilmington.

Sandra McNeal, School Committee member from Burlington, graciously served until May of 1989 filling a vacancy which occurred in the fall of 1988 when Francis McLaughlin resigned. Mrs. McNeal was replaced by Mr. Verrier in Burlington's Annual Town election. The District gratefully appreciates the significant contribution exhibited by Mrs. McNeal.

As one of twenty-five regional vocational technical school districts in the Commonwealth of Massachusetts, Shawsheen Valley Technical continued to offer comprehensive vocational/technical opportunities for approximately twelve hundred high school students from Bedford, Burlington, Billerica, Tewksbury and Wilmington.

Upon graduation, students acquire both a comprehensive academic high school diploma and certification in their chosen vocational/technical discipline. In June of 1989, two hundred and ninety-four students graduated from Shawsheen Technical, with over ninety-eight percent either acquiring jobs within their skilled professions or pursuing higher education. These placement statistics are consistent with the past performance of Shawsheen's sixteen graduating classes and are amongst the highest placement statistics for all school systems throughout the Commonwealth.

Many activities took place during 1989 which deserve special recognition:

- In January of 1989, member communities supported a two million seven hundred thousand dollar bond issue to both upgrade the school facility and purchase state of the art educa tional equipment. A design contractor was selected to implement a renovation schedule, and plans and specifications for improvements were developed and advertised during the year. Total project completion is expected during the summer of 1990.

- The School District continued to comply with accreditation recommendations from the New England Association of Schools and Colleges. Since receiving accreditation in 1988, the district has implemented ninety-eight percent of the Association's recommendations.

- The Superintendent/Director, Charles Lyons, served on the Commonwealth's Secretary of Administration and Finance's Local Aid Task Force representing the interests of vocational technical school districts.

- All collective bargaining agreements were renegotiated during the year. Three year contract settlements were reached with Administrators, Teachers, Secretaries, and Cafeteria Workers.

- In cooperation with Town Managers from Tewksbury and Wilmington, the School District initiated plans to group purchase Health Insurance beginning in July of 1990.

- The District initiated new adult training programs in Health Technology and Diesel Mechanics. Both programs were completely funded through receipt of state and federal grants. The district continued to receive a grant from the Bay State Skills Corporation, using it to train underemployed adults in electronics in cooperation with area businesses.

- The District received both state and federal grants to: complete its Basic Skills Computer Laboratory; provide a vocational skill exploratory and academic enrichment program during the summer months for one hundred students from member communities; initiate an after-school enrichment program for junior high school youngsters to begin in January of 1990. The District also received financial assistance from the Massachusetts Electric Company to reduce energy use by installing energy efficient lighting.

- The District completed construction on a home on Carolina Road in Tewksbury, and initiated an affordable house building project on Everett Avenue in Wilmington in cooperation with the Town of Wilmington.

- In cooperation with the Middlesex County Sheriff's department, fifty percent of the classrooms throughout the school were painted by inmates from the Billerica House of Correction during August of 1989. Additional cooperative work related improvements are planned for the future.

The aforementioned highlights are documented as a snapshot of the dynamic modifications in both planning and imagination offered member com-

munities by the imaginative staff employed at Shawsheen Valley Technical. Viewed by state-wide educators as one of the most experienced professional staff assembled in Massachusetts, one hundred and fifty educators at Shawsheen Valley Technical continue to dedicate their combined efforts to adequately prepare area youth for future employment.

With the assistance of over three hundred area businessmen who serve on our Craft Advisory Committee overseeing each technical/vocational training program, graduates continue to receive four job offers for each graduate who fulfills the curriculum requirements.

Residents are urged to contact the school's Guidance Department at (508) 667-2111 for additional information regarding the various programs offered to area residents.

The continued success of our offerings is a direct result of the support received from our communities, its leaders, and its citizens. We appreciate their combined support.

# HOUSING AUTHORITY

The year 1989 was a very successful one for the Burlington Housing Authority. Both the Board of Commissioners and the Office Staff saw the results of diligent work which resulted in a State Audit Report with no findings and the highest management rating that the State awards.

The Housing Authority is currently in the process of negotiating with the Executive Office of Communities and Development (EOCD) for a modernization grant to upgrade its elderly housing. In addition, a site evaluation was done by the State's Chapter 705 Architect to determine the feasibility of developing land owned by the Housing Authority. Although many avenues of state funding for development are no longer open, the Housing Authority is pursuing private development of affordable housing.

The tight fiscal constraints in 1989 did not deter the Housing Authority in its search for housing monies, and application was vigorously pursued for both State and Federal subsidy funds. As a result, 10 new Section 8 Subsidy certificates were awarded to the Housing Authority by HUD, 18 Chapter 707 certificates were received from the State, and 31 Section 8 certificates have been accepted through the Section 8 Mobility program—making a total of 59 new certificates obtained in 1989 for housing.

The Burlington Housing Authority, organized in 1966, operates under the provisions of Chapter 121B of the Massachusetts General Laws.

**BOARD MEMBERS**

| | |
|---|---|
| Robert Matarazzo, Chairman | April, 1993 |
| Samuel Roberto, Jr., Vice Chairman | April, 1992 |
| Joseph J. Arena, Member | April, 1994 |
| M. Harrison Graham, Treasurer | April, 1991 |

**PROGRAMS CURRENTLY UNDER MANAGEMENT:**

Federal Subsidized Units—79
State Subsidized Units—55
State Conventional Units—107

# TOWN MODERATOR

One again, I want to express my appreciation to all who participated in Town Meetings to assure the smooth conduct of town business. In particular, to Town Meeting members, especially those who attended so faithfully; to the Town Clerk; to the Board of Selectmen and Ways and Means Committee; as well as to proponents of articles for their patience, courtesy and understanding of the sometimes tedious process involved in debating any given article. Every effort is made to recognize all persons wishing to make themselves heard.

I look forward to serving the Town of Burlington and Town Meeting as Town Moderator in the coming year, and urge interested citizens to become candidates for Town Meeting as well.

Respectfully submitted:

Thomas F. Murphy
Town Moderator

# COUNCIL FOR THE ARTS

The Burlington Council for the Arts continues to receive and dispense funds from the Massachusetts Arts Lottery. Through the granting of these funds the council seeks to encourage local artists to enhance their abilities and to share their talents, also, to support the development and growth of arts facilities and arts organizations in the community.

The council was pleased to approve the following grants:

Burlington Players: For lighting and equipment rentals and for renovations.

Listening Place Coffee House: For monthly performances of folk musicians, and for sound equipment.

Burlington Arts Council: For photo scholarship calendar.

Wildwood School P.T.O.: For mural in the cafetorium.

Alan C. Nelson: For a photo essay of Burlington.

Public Library Friends of the Children's Room: For a creative writing workshop.

Beverly Ikler: For a performance arts piece.

Marshall Simonds Middle School: For students' season subscription to Huntington Theatre, and for students to attend the North Shore Music Theatre.

Wildwood Elementary School: For students to attend the North Shore Music Theatre.

Respectfully submitted,

Stephen A. Correia
Chairman

# METROPOLITAN AREA PLANNING COUNCIL

Dear Fellow Citizens of Burlington:

With the support of Burlington and 100 other communities in the region, the Metropolitan Area Planning Council was able to continue to provide planning services, information and advice for regional communities during 1989.

Throughout the year, MAPC concentrated on refining MetroPlan 2000, the regional growth plan adopted in principle by representatives at the 1989 annual meeting in May. The regional development framework will aid communities in designating potential growth areas based on the availability of infrastructure, and in designating areas where growth should be discouraged.

With a regional plan, growth can be directed so that affordable housing issues are addressed, open space and environmentally sensitive areas are protected, and transportation habits that contribute to traffic congestion and air pollution are changed.

At the same time, planned growth can encourage new job opportunities by providing incentives for growth in specific areas. In addition, with a shortage of funds to build new roads or maintain old ones, planned growth encourages the best use of limited resources.

In fiscal year 1989, which runs from July 1, 1988 through June 30, 1989, Burlington contributed $4,333 to MAPC for regional planning services.

In addition to MetroPlan 2000 planning efforts, MAPC staff produced community population and employment forecasts, and updated the development file and vacant sites survey for each community.

Some communities also took advantage of information programs, and met with MAPC planners to discuss the federal Transportation Improvement Program, trip reduction tools, curb cut controls, and impact fees. In Burlington:

- I have continued to provide policy leadership for the region as a whole by serving a fourth one year term as President of MAPC and by continuing to serve as President of the Massachusetts Association of Regional Planning Agencies.
- I have taken an active part in the establishment of a sub-regional group of communities in our area, known as the North Suburban Planning council.
- The new chairman of the North Suburban Planning Council is Ann Marie Baden, chairman, Burlington Board of Selectmen; vice-chairman is Jay J. Donovan, MAPC Wilmington representative; and clerk is John M. Cashell, MAPC Woburn representative.
- MAPC transportation staff: participated in meetings with town, MDPA and legislative delegations regarding the Route 3/Route 128 interchange; discussed trip reduction standards with the town planner.
- A standard mobility workshop has been designed by MAPC to promote reduced travel demands in the area through establishment of a Transportation Management Organization and use of transportation management in our sub-region.
- MAPC met with the town planning board to discuss preliminary MetroPlan 2000 recommendations.

MAPC appreciates our continued support. In the coming year, we are encouraged to engage in MetroPlan 2000 planning activities, as well as to utilize the planning skills and knowledge available from MAPC staff.

Respectfully submitted,
Frank E. Baxter
MAPC Representative

# COMMUNITY SCHOLARSHIP FOUNDATION

Report of the President, 1988-1989

The Burlington Community Scholarship Foundation, originating in Burlington, Massachusetts was established in January, 1988 by unanimous vote of the Town Meeting. This favorable vote on the Warrant Article submitted by the Board of Selectmen allowed for a check-off box in the lower right corner of the real estate tax bills as a means by which Burlington residents can contribute to a scholarship endowment fund which supports residents who are pursuing their education beyond high school. It assures scholarship support through time, regardless of the economic climate and represents an investment in the community's future.

In this first year of operation, the Foundation is pleased to report a balance of $10,000 in its endowment fund. In addition, it awarded two scholarships of $1000 each in memory of Carl Cyr, a charter Director, who had been a driving force in its development. One of these scholarships went to Adam Cheifetz, a graduating high school senior accepted at Brown University, and the other to Linda Collins, an adult resident enrolled in a graduate program at Lowell University.

Sales from a calendar featuring photographs of Burlington by Alan Nelson and produced with the computer graphics support of Lorraine Sullivan of the Burlington High School Art Department proved disappointing as a money maker but successful in terms of bringing the Foundation to the attention of the community. A dance, held at the Burlington Marriott, was successful in raising $5185. An initial appeal to Burlington business fell far short of its goal, realizing only $1365 in donations. Donations from residents of the community using the check-off system and from individuals amounted to $7075.63, a gratifying response in this, our first year.

We are grateful to the Awards Committee which did such a great job selecting the two recipients of the awards from 56 applicants. This committee of five members was appointed by the Board of Selectmen upon recommendation of the Directors of the Foundation. The five members are Kenneth Landin, Thomas Michael, John Hofferty, Diane Cortese, and Sally Hennessey. They were appointed to serve three years. It is the intention of the Directors to recommend an additional five members each year that a total of fifteen members if reached with terms ranging from one to three years.

Initially the Board of Directors was limited to fifteen members including the officers plus one student member, a high school senior. A later decision expanded the Board to fifteen members, exclusive of the officers and the student membership to 4, each representing one of the four high school classes.

While we are grateful for the support we received from so many and while we are proud of our progress, we did fall far short of our first year goal of $50,000. However, we enter our second year with optimism. If Wakefield can raise $32,000 and Marblehead, $62,000 in a single year, then surely Burlington can do as well or better.

Fundraising plans for our second year are well underway. A new appeal to the Burlington business community is in the works. Another calendar, this one featuring photographs of old Burlington, has been made available. Another social event is planned for March 23rd at the Marriott and on Saturday and Sunday afternoons, March 3rd and March 4th, we will be undertaking, with the support of high school students, our first town-wide phon-a-thon. In this endeavor, we are grateful to the Lahey Clinic Medical Center, Baybank, and Somerset Bank for providing the telephones.

We are grateful also for the support and encouragement we receive from the Citizens Scholarship Foundation of America, Inc. the national organization of which we are one Chapter.

As Directors of the Burlington Community Scholarship Foundation, we believe that contributions to the endowment fund represent a commitment at the local level for meeting society's educational needs and for producing long-term educational results important to our community's and our nation's future. With this in mind, we move into our second year with enthusiasm.

Respectfully submitted,
Joan F. Miles
President

# TOWN MEETINGS

## ADJOURNED (FIRST) TOWN MEETING
**January 9, 1989**

At 7:50 PM, a quorum being present, the meeting was called to order with a salute to the flag.

The reading of the Warrant and Constable's Report was waived by unanimous consent.

By unanimous consent, Committee reports will be read when respective articles are presented.

**ARTICLE 1—Reports of Town Officers & Committees**

The Metropolitan Area Planning Council representative, Frank Baxter, reported his concern as a regional planning member on the existing traffic situation in Burlington. He expressed concern with the proposed new developments now confronting the Town and the unfavorable impact it will have on an already unacceptable traffic level. Mr. Baxter urged that Town officials use the Special Permit procedure to limit site development and the number of cars on the highways through limiting accessory parking. Terry Szold of the Planning Board rebutted some remarks of Mr. Baxter's, explaining the action of the Planning Board in recent decisions.

**ARTICLE 2—Will of Marshall Simonds**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 12-0 in favor. VOTED that the Town accept from the Trustees under the will of Marshall Simonds, a sum of $9,500, for the maintenance and improvement of Simonds Park, same to be spent under the direction of the Recreation Commissioners.

**ARTICLE 3—Transfer of Funds—Assessors, Contracted Services**

The article as it appears in the Warrant was moved and seconded by the Ways & Means Committee who were 12-0 in favor. A motion to strike the figure of $200,000. and to substitute therefore, $125,000. was seconded. Amendment failed. The main motion carried. VOTED that the Town transfer from free cash to the Assessors Contracted Services Account, the sum of $200,000. for defense of pending Appellate Tax Board litigation.

**ARTICLE 4—Transfer of Funds—Police Department**

The article as it appears in the Warrant was moved and seconded by the Ways and Means who were 12-0 in favor. VOTED that the Town vote to transfer from free cash the sum of $7,000. for the purchase of a new breathalizer for the Police Department, same to be spent under the direction of the Acting Police Chief.

**ARTICLE 5—Transfer of Funds—Town Meetings and Elections**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 12-0 in favor. VOTED that the Town transfer from free cash to the Town Meeting & Elections account, the sum of $2,000. to pay for the relocation of the Precinct 1 Polling Place.

**ARTICLE 6—Transfer of Funds—Town Hall, Full-time salaries**

The article was moved and seconded by the Ways & Means who were 12-0 in favor. A motion to strike the figure $7,417. and substitute therefore the figure $14,833. and to add the words Senior Custodian was seconded. Motion failed. VOTED to transfer from the free cash to the Town Hall Full Time Salaries Account, the sum of $7,417. to fund an additional Building Custodian for the remainder of the current fiscal year.

**ARTICLE 7—Transfer of Funds—Town Hall, Materials & Supplies**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 12-0 in favor. VOTED that the Town transfer from free cash, the sum of $3,840 for the purpose of purchasing needed supplies for maintenance of the Center School building.

**ARTICLE 8—Transfer of Funds—Air Conditioning High School**

The School Committee requested withdrawal of the article. A motion to dismiss was moved, seconded and so voted.

**ARTICLE 9—Subdivision Default Funds, Chapter 245, Acts of 1988**

The article as it appears in the Warrant was moved and seconded. VOTED that the Town accept the provisions of Chapter 245 of the Acts of 1988.

**ARTICLE 10—General By-Laws, Miscellaneous**

The article as it appears in the Warrant as moved and seconded. A motion to refer to the Bylaw Review Committee was moved, seconded and so voted.

**ARTICLE 11—Zoning By-Law, Non-Criminal Disposition**

The article was moved and seconded. Planning Board voted in favor. UNANIMOUSLY VOTED that the Town amend Article IX, Section 9.1.3 Penalty of the zoning By-Laws by adding the words, "However, when enforced by way of the non-criminal disposition method the fine for each violation shall be $50.00," so that Section 9.1.3, as amended will read substantially as follows:

Section 9.1.3 **Penalty**
Any person violating any of the provisions of this By-Law shall be

fined not more than one hundred (100) dollars for each offense. Each day that such violation continues shall constitute a separate offense. However, when enforced by way of the non-criminal disposition method the fine for each violation shall be $50.00.

(NOTE *)

*App'd. A.G. 3/16/89. Adv. Burl. News 3/23 & 3/30/89*

**ARTICLE 12—Zoning Map Amendment**

The proponents requested that the article be withdrawn. A motion to dismiss was moved, seconded and so voted.

The meeting adjourned at 9:15 PM. The Annual Town Meeting will be held on Monday, May 8th.

ATTEST:
Jane L. Chew, Town Clerk

*Existing language of 9.1.3 **Penalty** (amended 6/5/85 and approved by Att. General 9/5/85) reads "Any person violating any of the provisions of this By-Law shall be fined not more than three hundred (300) dollars for each offense.

ATTEST:
Jane L. Chew, Town Clerk

**THE COMMONWEALTH OF MASSACHUSETTS**

Middlesex SS.

To either of the Constables of the Town of Burlington in the County of Middlesex GREETING.

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby directed to notify and warn the inhabitants of said town, qualified to vote in elections and in Town affairs, to meet at the Fox Hill School, Memorial School, Wildwood School and Pine Glen School in said Burlington on Saturday the 8th day of April next, at 8:00 o'clock in the forenoon, then and there to act on the following articles:—

VACANCIES TO BE FILLED
ANNUAL TOWN ELECTION—APRIL 8, 1989

| | | |
|---|---|---|
| (1) | Moderator | 1 Year |
| (2) | Selectmen | 3 Years |
| (1) | Treasurer/Collector | 3 Years |
| (1) | Planning Board Member | 5 Years |
| (1) | Planning Board Member | 3 Years |
| (2) | School Committee Members | 3 Years |
| (1) | Assessor | 3 Years |
| (2) | Board of Health Members | 3 Years |
| (1) | Housing Authority | 5 Years |
| (1) | Recreation Commissioner | 3 Years |
| (2) | Library Trustees | 3 Years |
| (2) | Library Trustees | 1 Year |
| (1) | Shawsheen Tech. H.S. Member | 1 Year |
| (1) | First Constable | 3 Years |
| (1) | Second Constable | 3 Years |
| (36) | Town Meeting Members | 3 Years |
| (1) | Town Meeting Member | 1 Year |

And you are directed to serve this Warrant, by posting up attested copies thereof at Fox Hill School, Memorial School, Wildwood School, Pine Glen School and at the Town Hall in said Town, seven days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid.

Given under our hands this 13th day of March in the year of our Lord one thousand nine hundred and eighty-nine.

s/s Richard C. Wilde
Anne Marie Baden
Phillip A. Gallagher
Virginia E. Mooney
John H. Leahy
Selectmen of Burlington

Middlesex, ss

Pursuant to the within Warrant, I have notified and warned the inhabitants of the Town of Burlington by posting up attested copies of the same at Fox Hill School, Memorial School, Wildwood School, Pine Glen School and at the Town Hall 7 days before the date of the meeting, as within directed.

s/s Anthony J. Saia
Constable of Burlington

A TRUE COPY ATTEST:

Jane L. Chew, Town Clerk

## ANNUAL TOWN MEETING—APRIL 8, 1989

The Polls for the Annual Town Election were opened at 8:00 AM. All Precinct Workers were sworn in by the Wardens. The machines were all checked, they were all sealed and the public counters all read zeros. The Polls were closed at 8:00 PM.

| | | |
|---|---|---|
| Precinct 1 — Warden — Mary Louise Rutherford | 658 | Votes Cast |
| Precinct 2 — Warden — Betty L. Yetman | 425 | |
| Precinct 3 — Donald N. Sleeper | 587 | |
| Precinct 4 — Virginia M. Igo | 540 | |
| Precinct 5 — Patricia Stanford | 510 | |
| Precinct 6 — Elmer V. Larson Jr. | 577 | |

Total votes cast: 3297 (includes 138 absentee ballots)

| | Prec. 1 | Prec. 2 | Prec. 3 | Prec. 4 | Prec. 5 | Prec. 6 | TOTAL |
|---|---|---|---|---|---|---|---|
| **MODERATOR (1)** | | | | | | | |
| Murphy, Thomas F. | 491 | 304 | 424 | 409 | 371 | 433 | 2432 |
| BLANKS | 167 | 121 | 163 | 131 | 139 | 144 | 865 |
| **SELECTMEN (2)** | | | | | | | |
| Leahy, John H. Jr. | 399 | 251 | 319 | 319 | 294 | 333 | 1915 |
| Wilde, Richard C. | 432 | 275 | 372 | 318 | 306 | 357 | 2060 |
| Proulx, Michael A. | 213 | 135 | 218 | 206 | 192 | 214 | 1178 |
| BLANKS | 272 | 189 | 265 | 237 | 225 | 250 | 1441 |
| Scattered Write-ins | | | | | 3 | | |
| **TREASURER/COLLECTOR (1)** | | | | | | | |
| Curtin, Brian P. | 520 | 325 | 444 | 420 | 401 | 465 | 2575 |
| BLANKS | 138 | 100 | 143 | 120 | 109 | 112 | 722 |
| **PLANNING BOARD (5 yrs - 1)** | | | | | | | |
| Kelly, John D. | 359 | 246 | 301 | 236 | 263 | 306 | 1711 |
| Cooper, George R. | 181 | 111 | 174 | 208 | 178 | 184 | 1036 |
| BLANKS | 118 | 68 | 112 | 96 | 69 | 87 | 550 |
| **PLANNING BOARD (3 yrs - 1)** | | | | | | | |
| Taft, Francis J. | 420 | 275 | 359 | 370 | 324 | 389 | 2137 |
| BLANKS | 238 | 150 | 228 | 170 | 186 | 188 | 1160 |
| **SCHOOL COMMITTEE (2)** | | | | | | | |
| Covino, Ruthann | 327 | 184 | 247 | 245 | 236 | 258 | 1497 |
| Damiani, Lucy M. | 445 | 285 | 364 | 339 | 336 | 361 | 2130 |
| Muse, Donald J. | 308 | 200 | 316 | 281 | 250 | 331 | 1686 |
| BLANKS | 236 | 181 | 247 | 215 | 198 | 204 | 1281 |
| **ASSESSOR (1)** | | | | | | | |
| Dillon, John W. | 429 | 271 | 376 | 380 | 351 | 395 | 2202 |
| BLANKS | 229 | 154 | 221 | 160 | 159 | 182 | 1095 |
| **BOARD OF HEALTH (2)** | | | | | | | |
| Pollicelli, Philip | 371 | 227 | 334 | 289 | 293 | 314 | 1828 |
| Christiansen, Paul | 256 | 221 | 278 | 262 | 247 | 284 | 1548 |
| Weiner, Edward J. | 393 | 191 | 259 | 246 | 242 | 293 | 1624 |
| BLANKS | 296 | 211 | 303 | 283 | 238 | 263 | 1594 |
| **HOUSING AUTHORITY (1)** | | | | | | | |
| Arena, Joseph J. | 446 | 281 | 389 | 384 | 355 | 412 | 2267 |
| BLANKS | 212 | 144 | 198 | 156 | 155 | 165 | 1030 |
| **RECREATION COMM. (1)** | | | | | | | |
| Sherwood, Mark L. | 462 | 305 | 422 | 397 | 376 | 430 | 2392 |
| BLANKS | 196 | 120 | 165 | 143 | 134 | 147 | 905 |

| | Prec. 1 | Prec. 2 | Prec. 3 | Prec. 4 | Prec. 5 | Prec. 6 | TOTAL |
|---|---|---|---|---|---|---|---|
| **LIBRARY TRUSTEES (2)** | | | | | | | |
| Baer, Deborah Beth Clere | 406 | 263 | 365 | 366 | 336 | 380 | 2116 |
| Warfield, Amy | 418 | 266 | 346 | 357 | 333 | 378 | 2098 |
| BLANKS | 492 | 321 | 463 | 357 | 351 | 396 | 2380 |
| **LIBRARY TRUSTEES (2)** | | | | | | | |
| Michutka, Julie | 416 | 258 | 373 | 374 | 343 | 379 | 2153 |
| Radtke, Richard | 367 | 240 | 322 | 330 | 306 | 357 | 1922 |
| BLANKS | 533 | 342 | 479 | 376 | 371 | 418 | 2519 |
| **SHAWSHEEN VALLEY TECH. HIGH SCHOOL (1)** | | | | | | | |
| McLaughlin, Francis | 155 | 117 | 114 | 99 | 87 | 132 | 704 |
| McNeal, Sandra J. | 183 | 94 | 118 | 116 | 83 | 138 | 732 |
| Verrier, Alfred J. | 200 | 118 | 228 | 220 | 241 | 205 | 1212 |
| BLANKS | 120 | 96 | 127 | 105 | 99 | 102 | 649 |
| **FIRST CONSTABLE (1)** | | | | | | | |
| Russo, James D. | 372 | 240 | 272 | 289 | 310 | 366 | 1849 |
| Short, Thomas K. | 156 | 98 | 200 | 129 | 109 | 125 | 817 |
| BLANKS | 130 | 87 | 115 | 122 | 91 | 86 | 631 |
| **SECOND CONSTABLE (1)** | | | | | | | |
| Saia, Anthony J. | 458 | 287 | 393 | 385 | 377 | 424 | 2324 |
| BLANKS | 200 | 138 | 194 | 155 | 133 | 153 | 973 |

## TOWN MEETING MEMBERS

**DISTRICT M—Precinct 1 (3)**

| | | |
|---|---|---|
| 3 years | Barbara A. Brennan | 223 |
| | Glenn Saidah | 179 |
| | Robert Carroll—write-in | 27 |

**DISTRICT A—Precinct 1 (3)**

| | | |
|---|---|---|
| 3 years | Robert P. Marrano | 210 |
| | Charles J. White | 240 |
| | Suzanne J. Trousil—write-in | 15 |

**DISTRICT B—Precinct 2 (3)**

| | | |
|---|---|---|
| 3 years | Eleanor N. O'Connell | 175 |
| | Margaret Merlesena—write-in | 9 |
| | Margaret Scott—write-in | 4 |

**DISTRICT C—Precinct 2 (3)**

| | | |
|---|---|---|
| 3 years | Miriam R. Kelly | 126 |
| | David Colantuoni | 114 |
| | Michael W. Grady | 129 |

**DISTRICT D—Precinct 3 (3)**

| | | |
|---|---|---|
| 3 years | Ruth E. Danielson | 156 |
| | Robert J. Gouveia | 141 |
| | Elliot J. Chikofsky | 121 |
| | Anne E. Rowe | 170 |

**DISTRICT E—Precinct 3 (3)**

| | | |
|---|---|---|
| 3 years | James M. Hurley | 140 |
| | David J. Ghio | 132 |
| | Frances M. Heartquist | 138 |
| | Gene J. Rossi | 71 |
| | Jeffrey B. Torto | 102 |

**DISTRICT F—Precinct 4 (3)**

| | | |
|---|---|---|
| 3 years | Martha M. Shea | 132 |
| | Alfred J. Verrier | 155 |
| | Gary Ruping—write-in | 2 |
| | James Shea—write-in | 2 |

**DISTRICT F—Precinct 4 (1)**

| | | |
|---|---|---|
| 1 year | Susan Stamm—write-in | 1 |

**DISTRICT H—Precinct 4 (3)**

| | | |
|---|---|---|
| 3 years | Betty Bullock | 208 |
| | George Cooper | 195 |
| | John Worsham | 214 |

**DISTRICT G—Precinct 5 (3)**

| | | |
|---|---|---|
| 3 years | James J. Dion | 193 |
| | Robert L. Karpinski | 170 |
| | Maureen Murray | 169 |

**DISTRICT J—Precinct 5 (3)**

| | | |
|---|---|---|
| 3 years | Ann M. Collins | 145 |
| | Robert Paulsen | 143 |
| | Patricia A. Tobin | 148 |

**DISTRICT K—Precinct 6 (3)**

| | | |
|---|---|---|
| 3 years | Karen Richardson | 117 |
| | Patrick Rutherford | 224 |
| | Mary L. Rutherford—write-in | 23 |

**DISTRICT L—Precinct 6 (3)**

| | | |
|---|---|---|
| 3 years | Donald L. McGillivray | 155 |
| | Virginia M. Radtke | 148 |
| | Francis J. Haley—write-in (declined) | 3 |
| | Paula McGillivray—write-in | 3 |

ATTEST:
Jane L. Chew, Town Clerk

**MAY 10, 1989**

At 7:40, the Town Meeting Members of F, G, J, & K assembled to elect members to fill vacancies in their respective districts, and to break, the tie that occured in District F at the Town Election between James Shea and Gary Ruping.

District F—Present and voting were: John R. Danielson, Robert J. Pashkowsky, Gary L. Brown, Edward A. Malone, Martha Shea. James Shea was declared the winner for the three-year seat. James Dolan and Gary Ruping nominated to fill the vacancy due to the resignation of Alfred Verrier. Gary Ruping was elected.

District G—Present and voting were: Auralie Slowey, Virginia M. Igo, Michael J. Wislotski, Robert L. Karpinski, Maureen Murray. Nominations were: Thomas Murray and Phyllis LaMarca. Elected was Phyllis LaMarca to fill the vacancy due to the resignation of Mary DeChiara.

District J—Present and voting were: Jane J. Richard, Patricia J. Angelo, Hope M. Paulsen, George W. Creamer Jr., Robert Paulsen, Patricia A. Tobin. Nominations were: Alftred H. Brabant Jr. and Richard R. Burkhart. Elected was Richard P. Burkhart to fill the vacancy due to the death of Ann Collins.

District K—Present and voting were: Victoria D. Leary, Kenneth J. Rush Jr., Paula Davis, Mary Louise Rutherford, Patrick Rutherford, Karen A. Richardson. Nominated and elected was Charles Rose.

**ADJOURNED (SECOND) TOWN MEETING**
**Wednesday, May 10, 1989**

A quorum being present, the meeting was called to order at 8:00 PM with a salute to the flag. All newly elected and appointed T.M.M.'s were sworn in by the Moderator.

The reading of the Warrant and Constable's Report was waived by unanimous consent. It was moved, seconded and so voted to adjourn to Monday, May 15 upon the end of tonight's session.

**ARTICLE 1—Reports of Town Officers & Committees**

A report by Mr. James Kenendy, Library Consultant, was presented regarding the expansion of the Library.

Frank Baxter, Chairman of the Ways & Means Comm., and Patrick Mullin, Town Accountant, presented their reports on Town Finances.

**ARTICLE 2—Authorization to Borrow**

The article as it appears in the Warrant was moved and seconded Ways & Means who were 8-0 in favor. VOTED that the Town authorize the Town Treasurer, with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 1989, in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefore, payable within one year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17.

**ARTICLE 3—Transfer of Funds FY89—Various Accounts**

The article was moved and seconded by the Ways & Means who were 6-3-0. VOTED that the Town transfer from free cash the sum of $41,000. to pay for expenses incurred in Fiscal 89 to the following accounts:

| | |
|---|---|
| FICA/Medex | $27,000. |
| Fire Medical | 6,000. |
| Veteran's Aid Benefits | 3,500. |
| Library Occupancy | 4,500. |

same to be spent under the appropriate authority.

**ARTICLE 4—Landlocked Parcel**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 6-2-1 in favor. VOTED that the Town transfer from free cash the sum fo $50,000. for the purpose of payment of additional legal fees resulting from the Town's appeal of the court's judgment in the "landlocked parcel" case, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 5—Transfer of Funds—Cemetery Division**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 9-0 in favor. VOTED that the Town transfer from free cash in the sale of Graves Account to Vehicle Account the sum of $22,000. for the purpose of purchasing a replacement Dump Truck with plow for the Cemetery, same to be spent under the direction of the Board of Selectmen.

A motion to take out of order Articles 53, 54, 55 was moved, seconded and so voted.

**ARTICLE 53—Zoning By-Law Amendment—Floor Area, Floor Area Ratio and Maximum Floor Area Ratio**

The article as it appears in the Warrant was moved and seconded. Unanimous consent to waive

reading of the Warrant. Planning Director, Terry Szold, made a presentation. UNANIMOUSLY VOTED to amend the Zoning By-Law by deleting from Article II, Section 2.28 **"Floor Area,"** and by adding a new Section 2.28 **"Floor Area, Floor Area Ratio, and Maximum Floor Area Ratio"** in its place, to read substantially as follows:

Floor Area, Gross: Gross floor area shall be the floor area within the perimeter of the outside walls of the building under consideration, without deduction for hallways, stairs, closets, thickness of walls, columns, or other features.

Floor Area, Net: Net floor area shall be the actual occupied area within a building, not including accessory unoccupied areas or thickness of walls.

Floor Area Ratio (FAR): The ratio of the sum of the gross floor area of all buildings on a lot to the total land area of a lot.

Floor Area Ratio, Maximum: Where a Maximum Floor Area Ratio is given, it shall mean that in no case shall the Floor Area Ratio (FAR) provided in Section 5.2.0 of Article V be exceeded, except as otherwise provided for in Section 5.1.10 of Article V. For purposes of this By-Law, the Gross Floor Area of a parking structure or structures shall not apply to the Maximum Floor Area Ratio.

*App'd. A.G. 7-5-89 Adv. Burl. News 7-13 & 20, 1989*

**ARTICLE 54—Zoning By-Law Amendment—Density Regulation Schedule**

The article as it appears in the Warrant was moved and seconded. UNANIMOUSLY VOTED to amend the Zoning By-Law by adding a new column to Article V, Section 5.2.0 "Density Regulation Schedule," to be entitled "Maximum Floor Area Ratio" to read and appear substantially as follows:

| | RO | RG | BN | BL | BG | BT | IG | IH | IR |
|---|---|---|---|---|---|---|---|---|---|
| Maximum Floor Area Ratio (FAR) | None | None | None | None | None | None | (1) .15 | (1) .15 | None |

(1) Except that the Planning Board pursuant to a "Site Plan" or "Special Permit" as described in Section 9.2.0 and 9.3.0 of Article IX, may permit the Maximum Floor Area Ratio (FAR) to increase to .25 if such application or applications meets the performane criteria specified in Section 5.1.10 of Article V.

*App'd. A.G. 7-5-89 Adv. Burl. News 7-13 & 20, 1989*

**ARTICLE 55—Zoning By-Law Amendment—Floor Area Ratio Incentive**

The article as it appears in the Warrant was moved and seconded. UNANIMOUSLY VOTED to amend the Zoning By-Law by adding a new section 5.1.10 entitled "Floor Area Ratio Incentive" to Article V to read substantially as follows:

5.1.10 **Floor Area Ratio Incentive**
An owner or owners of land in the IG or IH districts may increase the Maximum Floor Area Ratio requirements from .15 to a maximum of .25 if the Planning Board makes the following determinations and findings:

Methods satisfactory to the Planning Board to ensure that the site operator or owner reduces 20% of the estimated Institute of Transportation Engineers (ITE) forecasted trip generation rates related to the development in both the a.m. and p.m. peak hours, based upon the most recent "ITE Trip Generation Manual." This provision being satisfied in the opinion of the Planning Board, the Maximum Floor Area Ratio may be increased from .15 to .20.

Acceptance by the Planning Board of a Transportation Management Plan or Systems which—

- Mitigates service level deterioration on impacted roadways and affected intersections such that the proposed development does not create a decrease in service levels experienced by roadway users.

- Improves service levels or safety characteristics on affected roadways or intersections.

This provision being satisfied in the opinion of the Planning Board, the Maximum Floor Area Ratio may be increased from .15 or .20 to .25.

*App'd. A.G. 7-5-89 Adv. Burl. News 7-13 & 20, 1989*

**ARTICLE 6—Funding FY90 Budget**

A motion to table til Monday, the 15th was moved, seconded and so voted.

**ARTICLE 7—Transfer of Funds—Chapter 90 Bond Issue to Pavement Account**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 9-0 in favor. VOTED to transfer the sum of $209,428 from the Chapter 90 Bond Issue per Chapter 15 of the Acts of 1988, to be added to the Pavement Management Account, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 8—Funding—Repair & Repaving of Streets**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 9-0 in favor. VOTED to raise and appropriate the sum of $397,238 for the purpose of repaving and repairing the streets of the Town, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 9—Sewer Line Installation**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Comm., who were 5-0 in favor. Ways & Means were 8-0 in favor. VOTED to raise and appropriate the sum of $30,000. for the purpose of installing sewer lines in various parts of town, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 10—Funding—Local Drainage**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Comm., who were 5-0 in favor. Ways & Means were 8-0 in favor. A motion to strike the sum of $175,000 and to substitute $100,000 was seconded. A motion to table til Monday, the 15th was moved, seconded and so voted.

**ARTICLE 11—Terrace Hill Sewer Pump**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Comm., who were 5-0 in favor. Ways & Means were 6-0 in favor. VOTED to raise and appropriate the sum of $50,785. for the purpose of purchasing and installing a 10-inch sewer pump for the main sewer station at Terrace Hall Avenue, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 12—Funding—Vehicle Replacement**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Comm., who were 5-0 in favor. Ways & Means were 7-0 in favor. A motion to strike the words "the sum of $36,000. for the purpose of replacing Department of Public Works vehicles" and substitute with $14,000 for a new compressor and $22,000 for a new truck" was moved and seconded. Amendment carried. Main motion as amended carried. VOTED to raise and appropriate $14,000. for a new compressor and $22,000. for a new truck, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 13—Gas Heat Installation—Highway Garage**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Comm., who were 5-0 in favor. Ways & Means were 8-0-1 in favor. VOTED to raise and appropriate the sum of $21,000. for the purpose of installing gas heat at the Highway Garage on Meadow Road, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 14—Funding—Mini-Bus Program**

The article as it appears in the Warrant was moved and seconded. Ways & Means were tied with an unfavorable recommendation. VOTED to raise and appropriate $80,000. for the purpose of helping to defray the cost of the Mini-Bus program, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 15—Funding Analysis Equipment**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Comm., who were 5-0 in favor. Ways & Means were 3-6 opposed. The article was defeated.

**ARTICLE 16—Repair & Painting Exterior Woodwork—Town Hall**

The article as it appears in the Warrant ways moved and seconded. The Capital Budget Comm., were 5-0 opposed. Ways & Means were 8-1-0 in favor. VOTED to raise and appropriate $20,000. for the repair and painting of exterior woodwork on the Town Hall, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 17—Funding—Capital Equipment—Fire Department**

The article as moved and seconded by the Capital Budget who were 5-0 in favor. Ways and Means were 7-0 in favor. A motion to strike the figure $600,000 and the words Engine #2 and substituting the sum $400,000 was moved and seconded. Amendment defeated. Main motion carried. VOTED to raise and appropriate $600,000 for the purpose of replacing Ladder Truck #1 and Engine #2, same to be spent under the direction of the Board of Selectmen.

At 11:00 PM, a motion to adjourn was moved, seconded and so voted.

ATTEST:
Jane L. Chew, Town Clerk

**ADJOURNED (SECOND) TOWN MEETING**
**Monday, May 15, 1989**

A quorum being present, the meeting was called to order at 7:50 PM with a salute to the flag.

A motion to adjourn to Wednesday, May 17th to finish the business of tonight, if necessary, was moved, seconded and so voted.

**ARTICLE 10—Funding Local Drainage**

An amendment to add after the word town "not including the proposed drainage at the intersection of Stoney Brook Road/Lexington Street" was moved, seconded and so voted. The amendment to reduce the amount to $100,000 carried. Main motion as amended carried. VOTED to raise and appropriate $100,000. for the purpose of performing local drainage projects in various parts of town, not including the proposed drainage at the intersection of Stoney Brook Road/Lexington Street, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 6—Funding FY90 Budget**

Abstentions received from Jane Richard-Historical Budget; Mildred Nash-School

A motion to take the School Budget out of order was moved, seconded and so voted.

**LOCAL EDUCATION—Line Item 38**

The line item was moved and seconded at $17,564,570. An amendment to strike that figure and substitute it therefore with the figure of $17,404,570. was moved and seconded by the Ways & Means Comm. There was a division of the house and tellers were appointed. By a vote of 32 in favor and 42 opposed, the motion was defeated. The main motion carried.

| | |
|---|---|
| Total | $17,564.570 |

The following budget line items were placed on hold for further debate.

Legal (18-22), Town Hall Maintgenance (30-32), Central Administration (33-47), Conservation Comm. (51-52), Fire Dept. (56-65), Civil Defense (66-70), Bldg. Insp. (71-73), Police Dept. (79-89), DPW (90-103) Bd. of Health (116-126), Recreation Director (127-130) Recreation Maintenance (131-133), Library (134-136), County Retirement (143), Negotiated Settlements (145), MWRA (146).

The following line items were moved, seconded and voted.

**TREASURER/COLLECTOR—Line Items 1-3**

| | |
|---|---|
| Salaries | $213,637. |
| Expenses | 8,773. |
| Special Accounts Interest Refund | 1,000. |

**ASSESSORS—Line Items 4-5**

| | |
|---|---|
| Salaries | 107,785. |
| Expenses | 33,800 |

**TOWN CLERK—Line Items 6-7**

| | |
|---|---|
| Salaries | 70,473 |
| Expenses | 4,910 |

**MODERATOR—Line Items 8-9**

| | |
|---|---|
| Salaries | 150. |
| Expenses | 75. |

**PLANNING BOARD—Line Items 10-11**

| | |
|---|---|
| Salaries | 86,943. |
| Expenses | 10,965. |

**WAYS & MEANS—Line Items 12-13**

| | |
|---|---|
| Salaries | 2,700. |
| Expenses | 800. |

**CAPITAL BUDGET COMMITTEE—Line Item 14**

| | |
|---|---|
| Salaries | 300. |

**TOWN ADMINISTRATOR/SELECTMEN—Line Items 15-17**

| | |
|---|---|
| Salaries | 178,592. |
| Expenses | 13,638. |
| Special Accounts | 3,800. |

**ACCOUNTING—Line Items 23-34**

| | |
|---|---|
| Salaries | 113,986. |
| Expenses | 800. |

**TOWN MEETING AND ELECTION—Line Items 25-26**

| | |
|---|---|
| Salaries | 11,568. |
| Expenses | 13,629. |

**REGISTRAR OF VOTERS—Line Items 27-29**

| | |
|---|---|
| Salaries | 7,488. |
| Expenses | 4,792. |
| Special Accounts—Census | — |

**BOARD OF APPEALS—Line Items 48-50**

| | |
|---|---|
| Salaries | 5,588. |
| Expenses | 250. |
| Special Accounts—Advertising & Mailing | 4,440. |

**HISTORICAL COMMISSION—Line Item 53**

| | |
|---|---|
| Expenses | 3,196. |

**SEALER OF WEIGHTS—Line Items 54-55**

| | |
|---|---|
| Salaries | 3,733. |
| Expenses | 1,000. |

**DOG OFFICER—Line Items 74-76**

| | |
|---|---|
| Salaries | 21,350. |
| Expenses | 7,129. |
| Special Accounts—Disposal | 1,180. |

**ANIMAL INSPECTOR—Line Items 77-78**

| | |
|---|---|
| Salaries | 1,750. |
| Expenses | 325. |

**COMMUNITY LIFE CENTER—Line Items 104-105**

| | |
|---|---|
| Salaries | 178,254. |
| Expenses | 16,565. |

**COUNCIL ON AGING—Line Items 106-112**

| | |
|---|---|
| Salaries | 66,473. |

| | |
|---|---|
| Expenses | 9,415. |
| Special Accounts | |
| Holiday Baskets | 800. |
| Minute Man Homecare | 1,633. |
| Emergency Account | 200. |
| Birthday's "Old-Old" | 500. |
| Stipend for Programs | — |

**VETERANS' SERVICES—Line Items 113-115**

| | |
|---|---|
| Salaries | 63,398. |
| Expenses | 1,875. |
| Special Accounts | |
| Aid to Veterans | 25,000. |

**SHAWSHEEN VALLEY SCHOOL—Line Item 137**

| | |
|---|---|
| Total | 587,324. |

**DEBT SERVICE—Line Items 139-141**

| | |
|---|---|
| Principal | 1,575,000. |
| Interest | 209,407. |
| Temporary Int. | 50,000. |

**RESERVE FUND—Line Item 142** 200,000

**STABILIZATION—Line Item 144**

The items held were voted as follows:

**LEGAL—Line Item 18-22**

| | |
|---|---|
| Legal Fees | 75,000. |
| Legal & Appraisal | — |
| Tax Title | 4,000. |
| DPW Title | 1,000. |
| Collective Bargaining | 10,000. |

**TOWN HALL MAINTENANCE—Line Items 30-32**

| | |
|---|---|
| Salaries | 119,771. |
| Expenses | 59,985. |
| Special Accounts | |
| Replacement Program | — |

**CENTRAL ADMINISTRATION—Line Items 33-47**

A motion to table was moved, seconded and so voted. (VOTED 5/17)

**CONSERVATION COMMISSION—Line Items 51-52**

An amendment to strike contracted services figure of $3300 and substitute therefore the figure $10,300 was moved, seconded. Amendment carried. Main motion as amended carried. VOTED

| | |
|---|---|
| Salaries | 44,382. |
| Expenses | 13,295. |

**FIRE DEPARTMENT—Line Items 56-65**

| | |
|---|---|
| Salaries | 2,561.715. |
| Expenses | 131,560. |
| Special Accounts | |
| Medical Coverage | 10,800. |
| Education and Tuition | 5,500. |
| Clothing | 19,200. |
| Recert. of EMT | 600. |
| Fire Prevention | 2,500. |
| Arson Invest. | 1,500. |
| Training | 3,000. |
| Hazardous Materials Training and Management | 6,000. |

**CIVIL DEFENSE—Line Items 66-70**

| | |
|---|---|
| Salaries | 2,500. |
| Expenses | 19,536. |
| Special Accounts | |
| Education | 200. |
| Surplus Property | 10. |
| Emergency Fund | 10. |

**BUILDING INSPECTOR—Line Items 71-73**

| | |
|---|---|
| Salaries | 187,233. |
| Expenses | 5,741. |
| Special Accounts | |
| Hazardous Structures | 10. |

**POLICE DEPARTMENT—Line Items 79-89**

| | |
|---|---|
| Salaries | 2,836,265. |
| Expenses | 208,509. |
| Special Accounts | |
| Clothing | 35,650. |
| Education—Smith & Wesson | — |
| Education—Babson | — |
| NEMLEC | 1,800. |
| Medical | 10,000. |
| Medical Exams | — |
| Personnel Education | 6,000. |
| Traffic Super. Uniforms | 1,300. |
| Armorer Qualify, Off. | — |

**DEPARTMENT OF PUBLIC WORKS—Line Items 90-103**

| | |
|---|---|
| Salaries | 1,669,481. |
| Expenses | 806,659. |
| Special Accounts | |
| Clothing | 7,400. |
| Physical Exams | 500. |
| Education | 2,500. |
| Highway I | 29,198. |
| Lane Painting | 20,960. |
| Snow & Ice | 125,000. |
| Tree Care | 14,000. |
| Well Cleaning | 8,000. |
| Well Pumping | — |
| Well Seal | — |
| Rubbish & Garbage | 1,258,500. |
| Street Lights | 370,000. |

**BOARD OF HEALTH—Line Items 116-126**

An amendment to strike the figure of $4,500 from Capital Outlay and substitute therefore with the figure of $9,500 was moved and seconded. An amendment to strike the figure of $9,500 from the previous amendment and substitute therefore the figure of $9,350 was moved and seconded. Amended carried. Main motion as amended was defeated. The main motion carried.

VOTED:

| | |
|---|---|
| Salaries | 162,284. |
| Expenses | 12,590. |
| Special Accounts | |
| Mystic Valley | 6,000. |
| Mosquito Control | 15,000. |
| Clinics | 1,200. |
| TB Hospital | 10. |
| Premature Babies | 10. |
| Home Health Service | 3,000. |
| C.M.A.R.C. | 7,700. |
| Hospice | 1,000. |
| Hazardous Waste Collection | 16,500. |

**RECREATION DIRECTOR—Line Items 127-130**

| | |
|---|---|
| Salaries | 246,024. |
| Expenses | 28,160. |
| Special Accounts | |
| Transportation | 6,775. |
| Self Support Program | 88,266. |

**RECREATION MAINTENANCE—Line Items 131-133**

| | |
|---|---|
| Salaries | 312,677. |
| Expenses | 112,545. |
| Special Accounts | — |

**LIBRARY—Line Items 134-136**

| | |
|---|---|
| Salaries | 310,471. |
| Expenses | 53,807. |
| Special Accounts | |
| Books and Periodicals | 85,000. |

**COUNTY RETIREMENT—Line Item 143**

1,761,989. *1,453,937

**NEGOTIATED SETTLEMENTS—Line Item 145**

450,000.

**MASS. WATER RES.—Line Item 146**

1,592,219. *1,382,166

*see T.M. 9-18-89 Art. 8

AT 11:00 PM a motion to adjourn was moved, seconded and voted.

ATTEST:
Jane L. Chew, Town Clerk

## ADJOURNED (SECOND) TOWN MEETING
**Wednesday, May 17, 1989**

A quorum being present, the meeting was called to order at 7:50 PM with a salute to the flag.

A motion to adjourn to Monday, May 22 to finish the business of tonight, if necessary, was moved, seconded and so voted.

Mr. Francis X. Bellotti, Special Counsel for the landlocked land taking case, reported the status of the appeal to the meeting. He recommended entering negotiations to settle the case if Town Meeting had no objections. There was no debate of the issue.

The High School students who participated in Student Government Day were honored:

| | |
|---|---|
| Board of Selectmen | Maureen Monaco |
| | Phillip Lieberman |
| | Amy Poehler* |
| | Thomas Callahan** |
| | Kelly Ehrgott |
| | Jeffrey Bluestein* |
| | Glen Stubbs** |
| Town Administrator | Dana Swanstrom |
| Appraiser/Assessor | Douglas Ganley |
| Conservation Administrator | Richard MacNeil |
| DPW Superintendent | John Carr |
| Town Engineer | Keith Saxon |
| Environmental Engineer | Tracey Yeadon |
| Fire Chief | Walter Bullock |
| Planning Director | Keith Chadbourne |
| Police Chief | Joseph Fortunato |
| Town Clerk | Christine Forte |
| Treasurer/Collector | Scott Vasquezi |
| Superintendent of Schools | Mary Anne Forte |
| School Committee | Joanne Borselli |
| | Margaret Donnell |
| | Anthony Orsini |
| | Holly Sheppard |
| | Jennifer Leahy |
| High School Principal | Kevin McCabe |
| Associate Principals | Ernest Covino |
| | Andrea Mahoney |
| | Kristin Umile* |
| | Laura Heartquist** |

*Elected by students
**Substituted

**ARTICLE 6—Funding FY90 Budget (Continued)**

**CENTRAL ADMINISTRATION—Line Items 33-47**

| | |
|---|---|
| Central Supply | $ 62,542. |
| Central Machines | 21,000. |
| Chapter 32B | 1,919,000. |
| Memorial Day/Veterans Day | 2,500. |
| Fourth of July | 4,000. |
| Unemployment Comp. | 15,000. |
| Pension Reimbursement | 14,000. |
| Surplus Buildings | 10. |
| Town Insurance | 641,000. |
| Financial Audit | 36,000. |
| BMEA Education | 2,500. |
| EDP Supplies & Maint. | 16,000. |
| Contracted Serv. for EDP | 25,000. |
| Employees Asst. Program | 6,478. |
| Medicare | 45,000. |

**ARTICLE 18**

The article as it appears in the Warrant was moved and seconded by the Capital Budget who were 5-0 in favor. Ways & Means were 7-0 in favor. VOTED

to raise and appropriate $15,000. for continuation of the Scotts Replacement Program, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 19—Purchase of Automobile—Building Inspector's Department**

The article as it appears in the Warrant was moved and seconded by the Capital Budget who were 4-1 in favor. Ways & Means were 9-0. VOTED to raise and appropriate $14,000. for the purpose of purchasing one mid-size automobile to be used in the Building Inspector's Department, same to be spent under the Direction of the Board of Selectmen.

**ARTICLE 20—Funding—Property Evaluation FY91**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 5-0 in favor. VOTED to raise and appropriate $300,000. for the purpose of a property revaluation of Commercial, Industrial, Residential and Personal Property in order to meet the requirements of the General Statutes, same to be spent under the direction of the Board of Assessors.

**ARTICLE 21—Funding—Computer Software Support**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 5-0 in favor. VOTED to raise and appropriate $15,000. for the purpose of Computer Software Support for MAS System for Assessor Office Appraisal System to include maintenance, changes and modeling for Fiscal Year 1990, same to be spent under the direction of the Board of Assessors.

**ARTICLE 22—Funding—Microform Reader/Printer—Library**

The article as it appears in the Warrant was moved and seconded by Capital Budget who were 5-0 in favor. VOTED to raise and appropriate the sum of $6,075. for the purpose of purchasing a microform reader/printer for the Library, same to be spent under the direction of the Board of Library Trustees.

**ARTICLE 23—Funding—Desk Top Computer, Etc.—Library**

The article as it appears in the Warrant was moved and seconded by Ways & Means who were 7-2 in favor. An amendment to strike the figure $4,672 and substitute therefore the figure $3,000. was moved and seconded. Amendment failed. Main motion carried. VOTED to raise and appropriate $4,672. for the purpose of purchasing a desk top computer, printer and related software for the Library, same to be spent under the direction of the Board of Library Trustees.

A resolution by Lawrence R. Benassi, District B, was moved and seconded. VOTED: **RESOLUTION**: It is hereby resolved that the Board of Selectmen appoint a committee of not less than 3 or more than 5 to study the potential of combining the Recreation Maintenance Department with the Department of Public Works. Said study is to be completed and a report to be issued to the Town Meeting no later than May 31, 1990.

**ARTICLE 24—Funding—Vehicle—Conservation Commission**

The article as it appears in the Warrant was moved and seconded by the Capital Budget who were 5-0 in favor. Ways & Means were 6-0 in favor. VOTED to raise and appropriate $15,000. for the purchase of a four-wheel drive vehicle, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 25—Funding—Land Management Account Conservation Commission**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 0-6 opposed. Motion failed.

**ARTICLE 26—Mitre Agreement**

The article as it appears in the Warrant was moved and seconded by Ways & Means who were 9-0 in favor. VOTED to authorize the Board of Recreation Commissioners to enter into an agreement with the Mitre Corporation for the consideration of $1.00, a lease to run for one (1) year, commencing July 1, 1989 and ending June 30, 1990, on a certain parcel of land containing 448,500 square feet of land, this land being part of a parcel of land bounded on the East by Lowell Road, (Middlesex Turnpike), South by Bedford Street, and on the Northwest by the Town Line of Bedford, including post work-day car parking privileges in Mitre parking areas within and without the parcel.

**ARTICLE 27—Will of Marshall Simonds**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 9-0 in favor. VOTED to accept from the Trustees under the will of Marshall Simonds $9,500. for the maintenance and improvement of Simonds Park, same to be spent under the direction of the Recreation Commissioners.

**ARTICLE 28—Funding—Athletic Fields Lighting**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 8-0 in favor. VOTED to raise and appropriate $7,500. to pay electric bills for lighting of athletic fields used

by Burlington youth sports organizations, same to be spent under the direction of the Recreation Commissioners.

**ARTICLE 29—Funding—5-Ton Dump Truck**

The article as it appears in the Warrant was moved and seconded by the Capital Budget who were 0-5 opposed. Ways & Means were 0-9 opposed. Motion failed.

**ARTICLE 30—Renovation of Park Areas**

The article was moved and seconded by the Capital Budget who were 5-0 in favor. VOTED to raise and appropriate $54,720 for the renovation of the following areas: Regan Park, Rahanis Park and Pathwoods Tot Lot, same to be spent under the direction of the Recreation Commissioners.

**ARTICLE 31—Funding—Computer Hardware—Recreation Department**

The article as it appears in the Warrant was moved and seconded by the Capital Budget who were 3-1-1- in favor. Ways & Means were 9-0 in favor. Motion failed.

**ARTICLE 32—Purchase of Carpenter Property**

The article as it appears in the Warrant was moved and seconded by the Capital Budget were were 5-0. Ways & Means were 9-0 in favor. UNANIMOUSLY VOTED to authorize the Board of Selectmen to purchase or take by eminent domain, for general municipal purposes, a parcel of land with the buildings thereon known as 1 Dearborn Road, Burlington, containing approximately 23,600 square feet, and to raise and appropriate $155,000. for the acquisition of said land.

**ARTICLE 33—Funding—Capital Building Needs Study**

The article as it appears in the Warrant was moved and seconded by Ways & Means who were 7-2 in favor. Capital Budget was 5-0 in favor. VOTED to raise and appropriate $25,000. for the purpose of obtaining the services of a professional designer (architect or other facilities planner) for purposes of assisting the Board of Selectmen to evaluate the space needs of Town Departments, and to conduct a study of feasibility and costs of addressing the two highest ranking priority facilities, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 34—Burlington Ice Palace Liability**

The article as it appears in the Warrant was moved and seconded by Ways & Means who were 5-1 in favor. VOTED to raise and appropriate $30,000. for the purpose of insuring against liability for the Burlington Ice Palace, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 35—Personnel By-Law Revision**

The article as it appears in the Warrant was moved and seconded by Ways & Means who were 9-0 in favor. VOTED to raise and appropriate $10,000. for the purpose of obtaining technical assistance in revising the Town of Burlington's Personnel By-Law, same to be spent under the direction of the Board of Selectmen, and to establish a Personnel Advisory Committee to oversee and assist in this process consisting of five (5) members to be appointed by the Town Administrator from the following categories: Two (2) members of the Burlington Town Meeting; two )2) individuals who are residents in the community and have demonstrated expertise in personnel or human resources administration, and one (1) member of the Board of Selectmen or their designee, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 36—Funding—Drug & Alcohol Task Force**

The article as it appears in the Warrant was moved and seconded by Ways & Means who were 9-0 in favor. VOTED to raise and appropriate $2,500. to fund the expenses of the Burlington Drug & Alcohol Task Force, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 37—Funding—Custodial/Recreational Fees**

The article was moved and seconded by Ways & Means. An amendment to strike the figure of $16,000. and substitute it therefore with $20,000. was moved and seconded. A motion to table til Monday, the 22nd was moved, seconded and so voted.

**ARTICLE 38—Funding—Flood Light Replacement, Varsity Field**

The article as it appears in the Warrant was moved and seconded by the Capital Budget who were 1-4 opposed. Ways & Means were 4-2 in favor. An amendment to strike the words "$12,000 for the purpose of replacing twenty" and substitute therefore with "$22,000. for the purpose of replacing forty" was moved and seconded. Amendment carried. The main motion as amended carried. VOTED to raise and appropriate $22,000. for the purpose of replacing forty flood light fixtures. Existing units are 30 years of age, providing low level of lighting. Same to be spent under the direction of the School Committee.

**ARTICLE 39—Funding—Old Burner Replacement, Marhsall Simonds School**

The article as it appears in the Warrant was moved and seconded by the Capital Budget who were 4-0-1 in favor. Ways & Means were 4-5 opposed. VOTED to raise and appropriate $18,000. for the purpose of replacing one oil burner at the Marshall Simonds School, same to be spent under the direction of the School Committee.

**ARTICLE 40—Funding—Asphalt Repaving, Pine Glen School**

The article as it appears in the Warrant was moved and seconded by the Capital Budget who were 5-0 in favor. Ways & Means were 3-6 opposed. VOTED to raise and appropriate $42,600. for the purpose of providing asphalt repaving at the Pine Glen School, same to be spent under the direction of the School Committee.

**ARTICLE 41—Funding—Bleacher Replacement, Varsity Field** *(Reconsidered 5/22)*

The article as it appears in the Warrant was moved and seconded by the Capital Budget who were 0-5 opposed. Ways & Means were 4-3 in favor. An amendment to strike the words "$78,325 for the purpose of the replacement of wooden bleachers with aluminum" and substitute therefore the words "$58,325 for the purpose of the replacement of wooden bleachers with wood" was moved and seconded. A motion to end debate was moved and seconded. There was a division of the house and tellers were appointed. By a vote of 40-12, the motion carried. Amendment carried. Main motion as amended carried. VOTED to raise and appropriate $58,325. for the purpose of the replacement of wooden bleachers with wood and painting the steel frames at Varsity Field, same to be spent under the direction of the School Committee.

**ARTICLE 42—Funding—Asbestos Removal—Systemwide**

A motion to table til Monday, the 22nd was moved, seconded and so voted.

**ARTICLE 43—Funding—Part-Time Sanitarian**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 7-0 in favor. A motion to table til Monday, the 22nd was moved, seconded and so voted.

**ARTICLE 44—Amend & Fund Personnel By-Laws, Admin. & Prof. Plan**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 7-0 in favor. VOTED to delete the 1988-1989 Administrative and Professional Classification and Compensation Plan and substitute in its place the 1989-1990 Administrative and Professional Classification and Compensation Plan and to raise and appropriate $43,300. the purpose of which is to raise the base salaries by 5%.

At 10:35 PM a motion to adjourn was moved, seconded and so voted.

ATTEST:
Jane L. Chew, Town Clerk

## ADJOURNED (SECOND) TOWN MEETING
## Monday, May 22, 1989

A quorum being present, the meeting was called to order at 8:05 PM with a salute to the flag.

Senator Richard Kraus addressed the assembly. Gary Gengo and Jennifer Zamanian were presented an Official Citation to honor their achievements as National Merit finalists from Burlington High School.

A motion to adjourn til Wednesday, May 24th at the end of this evening, if necessary, was moved, seconded and so voted.

The meeting was recessed to call the Special Town Meeting.

## SPECIAL TOWN MEETING

A quorum was declared. The reading of the Warrant and Constable's Return was waived by unanimous consent.

**ARTICLE 1—Police Command Officers—Collective Bargaining Agreement**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 7-0 in favor. The Board of Selectmen voted 5-0 in favor. VOTED to fund the collective bargaining agreement by and between the Town of Burlington and Local 532, International Brotherhood of Police Officers, by transfer from Line 145 (FY90 Negotiated Settlements) of the Annual Budget as voted in May 1989, the sum of $40,777 to the following Police Department Accounts:

| | |
|---|---|
| Full-time salaries | $36,736. |
| Overtime salaries | 4,041. |
| | $40,777. |

same to be spent under the direction of the Police Chief.

At 8:15 PM a motion to adjourn was moved, seconded and so voted.

The regular session was reconvened.

A motion to reconsider Article 41 was presented.

**ARTICLE 37—Funding—Custodial/Recreational Fees**

The article was removed from the Table. The Ways & Means reconsidered their previous vote and voted 7-0 in support the figure of $20,000. Amendment carried. Main motion as amended carried. VOTED to raise and appropriate $20,000. for the purpose of providing custodial fees for organizations as previously approved by Town Meeting, same to be spent under the direction of the appropriate authority.

**ARTICLE 42—Funding—Asbestos Removal—Systemwide**

The article was moved and seconded by the Ways & Means who were 7-0 in favor. Capital Budget were 5-0 in favor. VOTED to raise and appropriate $603,000. for the purpose of asbestos removal throughout school buildings, same to be spent under the direction of the School Committee.

**ARTICLE 43—Funding—Part-Time Sanitarian**

The artcle was removed from the Table. VOTED to raise and appropriate $10,000. for the purpose of employing a part-time sanitarian, same to be spent under the direction of the Board of Health.

**ARTICLE 45—Amend & Fund Personnel By-Laws Part Time Salary Plan Under 20 Hours**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 7-0 in favor. VOTED to delete the 1988-1989 Part Time Salary Plan and to adopt the 1989-1990 Part Time Salary Plan and to raise and appropriate $7,500., the purpose of which is to raise the base salaries by 5%.

**ARTICLE 46—Nomination Papers, MGL Chap. 53, S9A**

The article as it appears in the Warrant was moved and seconded. VOTED to accept the provisions of MGL Chapter 53, S9A which reads as follows:

> "Nomination Papers for Candidates for City or Town Officials.
>
> In any city or town which accepts this section, in a city by vote of the city council subject to the provisions of its charter, and in a town by vote of the Town Meeting, the following provisions shall apply with respect to nomination papers.
>
> The final date for obtaining blank nomination papers for nomination to city or town office shall be forty-eight week days hours prior to the hour on which nomination papers are required to be submitted to the registrars of voters for certification.
>
> Each candidate shall file with the City or Town Clerk, prior to obtaining blank nomination papers, a statement containing his name and address, and the city or town office for which he intends to be a candidate.
>
> No candidate for city or town office shall receive more blank nomination papers that will contain the number of signatures required to place his name in nomination, multiplied by five."

**ARTICLE 47—Accept EEO Grant Monies for Shawsheen Vocational Regional Technical School**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 7-0 in favor. VOTED to accept a $48,352 Equal Educational Opportunity Grant for the Shawsheen Valley Regional Vocational Technical High School District.

**ARTICLE 48—Establishment of Recycling Program**

The article as it appears in the Warrant was moved and seconded. Board of Selectmen were 5-0 in favor. Ways & Means were 9-0 in favor. A motion to move the question failed to obtain the required 2/3 vote. An amendment to insert the words "such rules and regulations, terms, and conditions of any agreement shall be subject to ratification by Town Meeting" after the word "applicable" was moved and seconded. Amendment carried. Main motion as amended carried. VOTED to authorize the Board of Selectmen, in accordance with General Laws Chapter 40, Section 8H, to establish a recycling program for the purpose of recycling any type of solid waste, including but not limited to paper, glass, metal and plastics, for which the Board of Selectmen may establish rules and regulations which may require that all residents, schools and businesses separate such recyclables from their solid waste, and further, to authorize the Board of Selectmen to enter into agreements for the purpose of establishing a recycling program in accordance with General Laws, Chapter 40, Section 8H and 4A, where applicable; such rules and regulations, terms and conditions of any agreement shall be subject to ratification by Town Meeting.

**ARTICLE 49—Recycling Facility Negotiations**

The article as it appears in the Warrant was moved and seconded. An amendment to strike "Vining Disposal Inc." and substitute therefore the word "contractors" was moved and seconded. Amendment carried. Main motion as amended carried. VOTED to direct the Board of Selectmen to negotiate an agreement with contractors to establish a recycling facility for commercial and residential recyclable materials to be located at a Town-owned parcel of land; such

agrement to include generally the following terms: (1) the Town will lease the Town-owned parcel to contractors; (2) contractors will construct, at its expense, a recycling facility on the parcel; (3) contractors will provide the curbside collection of recyclable materials from residential dwellings within the Town, and (4) contractors will pay a host fee to the Town for each ton of recyclable materials generated from outside of Burlington and handled at the recycling facility; the terms and conditions of said agreement shall be subject to ratification by Town Meeting.

**ARTICLE 50—Acceptance of Ch. 360 Acts of 1985**

The article as it appears in the Warrant was moved and seconded. VOTED to accept Chapter 360 of the Acts of 1985, the purpose of which is to allow protective personnel to buy back retirement credits, at no cost to the Town for their period of unemployment due to Proposition 2½.

**ARTICLE 51—Relocation of Right of Way—Wheeler Road**

The article as it appears in the Warrant was moved and seconded. An amendment to strike the words "thirty feet" in the third to last line and substitute therefore the words "forty feet" was moved and seconded. Amendment carried. There was a division of the house and tellers were appointed. By a vote of 37 in favor and 13 opposed, the main motion as amended carried. VOTED to transfer, to the Board of Selectmen for the purpose of the relocation thereof, an easement for a right of way thirty feet wide over land of One Wheeler Road Associates, Assessors Map 56, Lot 20, as described in a deed from the Foxboro Company to the Town of Burlington recorded in the Middlesex South Registry of Deeds Book 13595, Page 582, and to authorize the Board of Selectmen to release said easement by deed, and to further authorize the Board of Selectmen to accept, on behalf of the Town a relocated forty foot wide easement on the same parcel of land.

**ARTICLE 52—Relocation of Easement—Tennessee Gas**

The article as it appears in the Warrant was moved and seconded. A motion to postpone indefinitely was moved and seconded and defeated. There was a division of the house and tellers were appointed. By a vote of 36 in favor and 10 opposed, the main motion carried. VOTED to authorize the transfer of care and custody over a parcel of land owned by the Town of Burlington by instrument recorded in the Middlesex South Registry of Deeds, Book 12553, Page 245 from the Conservation Commission to the Board of Selectmen of the Town of Burlington for the express and exclusive purpose of granting an easement to the Tennessee Gas Pipeline Co. to lay, construct, maintain, operate, repair, change the size of, remove and replace a pipeline as more particularly described:

A strip of land 30 feet in width for permanent right-of-way and easement, the boundaries of which lie 10 feet northerly and 20 feet southerly of the proposed replacement pipeline for a distance of 300 feet easterly of the westerly property line. Thence, continuing in an easterly direction to the easterly property line of subject tract, the permanent right-of-way shall be 15 feet northerly and 15 feet southerly of the following described survey line as shown on plat No. TE-L12-E270C-100-24, on file with the Town Engineer at the Town of Burlington Town Hall, beginning at a point in the line common to subject tract and the lands now or formerly of Burlwood Realty Corporation, a distance of 252 feet southerly of the northwesterly corner of subject tract, thence N 46° 36'E—504 feet, to a point thence N 50° 10'E— 314 feet, to a point of exit in the line common to subject tract and the lands now or formerly of Frank W. Steber, a distance 121 feet southerly of the northeasterly corner of subject tract.

Also a strip of land for temporary working space being variable in width commencing at a point on subject's westerly property line being 10 feet in width situated parallel and adjacent on the southerly side of the existing permanent right-of-way and extending 300 feet, more or less, in an easterly direction, thence said temporary working space shall be 25 feet in width situated parallel and adjacent on the northerly side of permanent right-of-way described herein and continuing in an easterly direction 518 feet, more or less, to easterly property line of subject tract as shown on accompanying plat No. TE-L12-E270C-100-24, and containing 0.401 acres, more or less.

After completion of construction of the pipeline, the temporary working space shall revert to the subject owner and also there will be released by Tennessee Gas Pipeline Co. to the Town of Burlington for conservation purposes all rights, title and interest to any of the property situated outside of the confines of the new 30 foot permanent right-of-way and easement described herein.

subject to the approval and determination by the Conservation Commission that the easement to be granted is no longer required for public purposes and will not conflict with conservation interest; and further authorize the Board of Selectmen to grant said easement upon such terms and conditions deemed advisable, subject to legislative approval pursuant to Article 97 of the Amendments to the Massachusetts Constitution; and to authorize the Board of Selectmen to transfer care and custody of said parcel to the Conservation Commission upon completion of the grant of said easement.

**ARTICLE 56—Zoning By-Law Amendment—Occupancy Permits**

The article as it appears in the Warrant was moved and seconded. UNANIMOUSLY VOTED to amend the Zoning By-Law by changing thereto the last sentence of Section 9.1.2 Occupancy Permit to read as follows:

> "Notification of the granting of an occupancy permit shall be sent to the Board of Assessors, the Fire Chief, the DPW, the Conservation Commission and the Planning Board."

*App'd. A.G. 7-5-89 Adv. 7-13 & 20, 1989.*

**ARTICLE 57—Zoning By-Law Amendment—Parking Structures**

A motion to dismiss from the Warrant was moved, seconded and so voted.

A motion to reconsider Article 41 was moved, seconded and unanimously voted.

**ARTICLE 41—Funding—Bleacher Replacement, Varsity Field**

The article as it appears in the Warrant was moved and seconded. An amendment to strike the figure $78,325 and substitute therefore the figure $93,000 was moved and seconded. Amendment carried. Main motion as amended carried. VOTED to raise and appropriate $93,000 for the purpose of the replacement of wooden bleachers with aluminum and painting the steel frames at Varsity Field, same to be spent under the direction of the School Committee.

At 11:10 PM a motion to adjourn was moved, seconded and so voted.

ATTEST:
Jane L. Chew, Town Clerk

**SEPTEMBER 18, 1989**

At 7:45 PM, the Town Meeting Members of District L assembled to elect a member to fill the vacancy created by the resignation of Virginia Radtke. Present and voting were: Marlene F. Rittenberg, Marie Soda, Donald A. McGillivray. There were no nominations to fill the vacancy.

**ADJOURNED (THIRD) TOWN MEETING**
**Monday, September 18, 1989**

A quorum being present the meeting was called to order at 7:50 PM with a salute to the flag.

By unanimous consent the reading of the Warrant and Constables Return was wavied.

It was moved, seconded and so voted to adjourn tonight's meeting to Wednesday, September 20, if necessary.

**ARTICLE 1—Reports of Town Officers & Committees**

It was moved, seconded and so voted to hear committee reports when respective warrant articles are heard.

**ARTICLE 2—Police Patrolmen's Collective Bargaining Agreement**

The article as it appears in the Warrant was moved and seconded by Ways & Means who were 10-0-1 in favor. VOTED to fund the Collective Bargaining Agreement by and between the Town of Burlington and the Burlington Police Patrolmen's Association by transfer from Line 145 (FY '90 Negotiated Settlements) of Annual Budget as voted in May 1989, the sum of $107,386 to the following Police Department Accounts:

| | |
|---|---|
| Full-time Salaries | $88,573 |
| Overtime Salaries | 16,363 |
| Uniform Allowance | 2,450 |
| | $107,386 |

same to be spent under the direction of the Police Chief, with the Approval of the Board of Selectmen.

**ARTICLE 3—Firefighters' Collective Bargaining Agreement**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 11-0 in favor. VOTED to fund the Collective Bargaining Agreement by and between the Town of Burlington and Local 2313, International Association of Firefighters, AFL-CIO, by transfer from Line 145 (FY '90 Negotiated Settlements) of Annual Budget as voted in May 1989, the sum of $133,943 to the following Fire Department accounts:

| | |
|---|---|
| Full-time Salaries | $121,942 |
| Overtime Salaries | 10,601 |
| Clothing Allowance | 1,400 |
| | $133,943 |

same to be spent under the direction of the Fire Chief, with the approval of the Board of Selectmen.

**ARTICLE 4—Department of Public Works Employees' Collective Bargaining Agreement**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were

11-0 in favor. VOTED to fund the Collective Bargaining Agreement by and between the Town of Burlington and Local 1703 (DPW) American Federation of State, County and Municipal Employees, AFL-CIO, by transfer from Line 145 (FY '90 Negotiated Settlements) of Annual Budget as voted in May 1989, the sum of $63,905 to the following DPW accounts:

| | |
|---|---|
| Full-time Salaries | $57,081 |
| Overtime Salaries | 5,624 |
| Clothing Allowance | 1,200 |
| | $63,905 |

same to be spent under the direction of the DPW Superintendent, with the approval of the Board of Selectmen.

**ARTICLE 5—Burlington Municipal Employees' Collective Bargaining Agreement**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 11-1 in favor. VOTED to fund the Collective Bargaining Agreement by and between the Town of Burlington and local 1703 (BMEA) American Federation of State, County and Municipal Employees, AFL-CIO, by transfer from Line 145 (FY '90 Negotiated Settlements) of Annual Budget as voted in May 1989, the sum of $100,952 to the following accounts:

| | |
|---|---|
| Full-time Salaries | $98,688 |
| Overtime Salaries | 1,924 |
| Clothing Allowance | 340 |
| | $100,952 |

same to be spent under the direction of the responsible departments, with the approval of responsible elected officials.

**ARTICLE 6—Traffic Supervisors' Collective Bargaining Agreement**

It was moved, seconded and so voted to dismiss.

**ARTICLE 7—Transfer of Funds**

A motion to transfer from free cash the sum of $351,000 to reduce the tax levy thereby reducing the amount previously voted to be raised by taxation was moved and seconded. Ways & Means were 10-1 opposed. The Board of Selectmen voted 3-2 in favor. VOTED to transfer the sum of $351,000 from free cash to reduce the tax levy thereby reducing the amount previously voted to be raised by taxation.

**ARTICLE 8—Assessment Adjustments**

The article was moved and seconded by the Ways & Means who were 11-0 in favor. VOTED to reduce the previously voted amounts (FY '90 Budget, Article 6) on Line Item 143 (County Retirement), from $1,761,989 to $1,453,937 and Line Item 146 (Mass. Water Resource Authority) from $1,592,219 to $1,382,166, the effect of which will be to reduce the amounts previously voted to be raised by taxation by $518,105.

**ARTICLE 9—Transfer to Stabilization**

It was moved, seconded and so voted to dismiss.

**ARTICLE 10—Transfer of Funds—Police Department**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 11-0 in favor. UNANIMOUSLY VOTED to transfer from free cash the sum of $10,000 for the purpose of paying Medical Bills which came in after the end of the Fiscal Year '89, same to be spent under the direction of the Chief of Police.

**ARTICLE 11—Center School Appropriation**

The article was moved and seconded by the Ways & Means who were 11-0 in favor. VOTED to transfer from the Insurance Claims account the sum of $1,410,417 and to appropriate such sum for the completion of the renovation and fire restoration work on the main portion of the Center School.

**ARTICLE 12 & 13—Landlocked Parcel**

It was moved, seconded and voted to table until Mr. Bellotti arrives.

**ARTICLE 14—Seminatore Parcel**

The article was moved and seconded by the Ways & Means who were 7-3 in favor. Selectmen voted 3-2 in favor of article as printed in the Warrant. An amendment to strike the words "public purposes" and substitute the words "cemetery purposes" was moved and seconded. A motion to move the question was seconded and so voted. Amendment failed. There was a division of the house and tellers were sworn in. By a vote of 41 in favor, 35 opposed, the main motion failed to obtain the 2/3 vote required.

It was moved, seconded and so voted to remove Articles 12 and 13 from the table.

**ARTICLE 12—Landlocked Parcel**

Abstension from Victoria Leary.

The article was moved and seconded by the Ways & Means who were 9-1-1 in favor. Mr. Francis X. Bellotti made a presentation to the meeting regarding the events of this land taking case. UNANIMOUSLY VOTED to appropriate the sum of $8,200,000

for acquisition of a landlocked parcel of land off Route 3 for open space and water supply protection purposes; and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow $8,200,000 under G.L. C44, S7(3).

**ARTICLE 13—Bond Fees for Landlocked Parcel**

The article as it appears in the Warrant was moved and seconded by the Ways & Means. UNANIMOUSLY VOTED to transfer from free cash the sum of $75,000 for the cost of issuance of the bonds authorized under Article 12, including financial advisory fees and bond counsel fees and other expenses.

**ARTICLE 15—General By-Law Amendment—Article 5—Control of Dogs**

The article was moved and seconded. Bylaw Review Committee was 3-0 in favor. VOTED to amend the General Bylaws, Article V—Control of Dogs, as follows:

Section 2.0—Penalties—Subsection 2.1—Enforcement Procedure and Schedule of Fines, by adding the following new subsection:

2.1a—The fine for an unlicensed dog as of July 1st of any year shall be $50.00.

Section 7.2—Definitions—eliminate subsection a.(3)

Section 7.3—Requirements for Licensing—by inserting the following under subsection a. first paragraph after the second sentence:

Upon such notice, the Licensing Authority shall nnotify the dog owner/keeper that unless contested within 48 hours; the dog will be considered vicious and any previously issued license will be considered immediately revoked. Owners/keepers must relicense the dog as "vicious" or otify the Licensing Authority as to the disposition of the animal within 60 days of the notice.

*App'd. A.G. 12/22/89. Adv. Burl. News 1/4, 1/11/90.*

**ARTICLE 16—General By-Law Amendment—Non-Criminal Disposition of Violations**

The article was moved and seconded. Bylaw Review Committee was 3-0 in favor. VOTED to amend the General By-Laws, Article 1, General Provisions, Section 4.0—by adding the following under Article V, Control of Dogs, Section 2.0:

For an unlicensed dog as of July 1st—$50.00

*App'd. A.G. 12/22/89. Adv. Burl. News 1/4, 1/11/90*

**ARTICLE 17—Amend Personnel By-Laws Administrative and Professional Classification and Compensation Plan**

The article as it appears in the Warrant was moved and seconded by the Ways & Means. VOTED to amend the Administrative and Professional Classification and Compensation Plans by eliminating the existing FY '90 plans and substituting in place thereof revised FY '90 Administrative and Professional Classification and Compensation Plans, same to be spent under the appropriate authorities.

**ARTICLE 18—General By-Law Amendment Fire Alarm Systems**

The article as it appears in the Warrant was moved and seconded. The Bylaw Review Committee was 4-0 in favor. VOTED to amend the General By-Laws by adding thereto a new ARTICLE XXIII—FIRE ALARM SYSTEMS—to read as follows:

1.0 **DEFINITIONS**

When used in this by-law, the following terms shall have the following meanings:

a. "Central station operating company"—a company equipped to receive a fire alarm signal from each of its customers and which then transmits to the Burlington Fire Department (BFD) the location of any such alarm the central operating company receives.

b. "Fire Alarm System"—Any heat-activated, smoke-activated, flame-energy-activated or other such automatic device capable of transmitting a fire alarm signal to either a central station operating company or directly to the BFD by way of a master box.

c. "Fire alarm system malfunction"—The transmittal of a fire alarm to a central station operating company or directly to the BFD by way of a master box, which alarm is caused by improper installation of a fire alarm system, a mechanically defective fire alarm system, lack of maintenance or some other reason that causes a fire alarm to sound even though there is no actual fire or situation that could reasonably evolve into a fire.

d. "Direct dialer"—Shall constitute any automatic or programmed device used to report a fire to the Town of Burl-

ington over telephone lines without the supervision of an individual or individuals.

e. "Fire alarm system owner"—any individual or entity who owns the title to and/or has business or residential premises a fire alarm system equipped to send a fire alarm signal to a central station operating company or directly to the BFD by way of a master box.

f. "Fire Chief":—The Chief of the Burlington Fire Department

g. "Master Box Owner"—Any individual or entity who has on his business or residential premises a fire alarm system equipped to send a fire alarm signal directly to the BFD by way of a master box.

h. "Annual Fee"—Fee charged to maintain Burlington Fire Department Fire Alarm System, records and its operation. Such fees as initially established in Section 2.0 of this by-law may be amended and revised by the Board of Selectmen as necessary to defray the Town's cost of maintaining the fire alarm system.

## 2.0 CONNECTION OF FIRE ALARM SYSTEMS TO BFD VIA A MASTER BOX

2.1 Every master box owner whose fire alarm system on the effective date of this by-law is connected to the BFD by way of a master box shall pay the following fee:

| | |
|---|---|
| Annual Fee | $200.00 |

2.2 Every master box owner whose fire alarm system is connected after the effective date of this by-law to the BFD by way of a master box shall pay the following fees:

| | |
|---|---|
| Permit Fee | $ 20.00 |
| Connection Fee | $100.00 |
| Annual Fee | $200.00 |

2.3 Before any fire alarm system is connected to the BFD, the master box owner shall provide the Fire Chief with the following information:

a. The name, address, and home and work telephone numbers of the master box owner.

b. The street address where the master box is located.

c. The names, addresses, and telephone numbers of the persons or businesses, protected by the fire alarm system connected to the master box.

d. The names, addresses, and home and work telephone numbers of at least two persons other than the owner who can be contacted twenty-four hours a day, who are authorized by the master box owner to respond to an alarm signal, and who have access to the premises in which the master box is located.

e. The name or names, addresses and telephone numbers of insurance agents and insurance company.

f. The name or names of an approved fire alarm service company contracted by the individual or entity to service the fire alarm system connected to the master box.

f. Such other information as the Fire Chief may require.

2.4 If at the passage of this by-law a fire alarm system has already been connected to the BFD by way of a master box, the master box owner shall comply with the requirements of this section within sixty (60) days after the BFD has notified him by first class mail of the requirements of this section.

2.5 If a master box owner fails to comply with this section, the Fire Chief may assess a fine of fifty dollars ($50.00) for each day of non-compliance.

## 3.0 CONNECTION OF CENTRAL STATION OPERATING COMPANIES TO THE BFD

3.1 Every central station operating company having a direct connection to the BFD on the effective date of this by-law shall pay the following fee:

| | |
|---|---|
| Annual Fee | $200.00 |

3.2 Every central station operating company making a direct connection to the BFD after the effective date of this by-law shall pay the following fees:

| | |
|---|---|
| Permit Fee | $ 20.00 |
| Connection Fee | $100.00 |
| Annual Fee | $200.00 |

3.3 Before any central station operating company is connected with the BFD, it shall provide the Fire Chief with the following information:

a. The name, address and telephone numbers of the central station operating company (central stations should not be located more than seventy-five (75) miles from the BFD and shall be UL listed).

b. The names, addresses, and home and work telephone numbers of at least two persons who can be contacted twenty-four hours a day, who are authorized by the central station operating company to respond to an alarm signal, and who have access to the premises from where the alarm signal is emitting to the central station operating company.

c. The name, address, home and work telephone numbers, and location of the premises of each customer of the central station operating company having a fire alarm system equipped to send a fire alarm signal to the central station operating company.

d. Such other information as the Fire Chief may require.

3.4 If at the passage of this by-law a central station operating company already has a direct connection to the BFD, the central station operating company shall comply with the requirements of this section within sixty (60) days after the BFD has sent notice by first class mail of the requirements of this section.

3.5 If a central station operating company fails to comply with this section, the Fire Chief may assess a fine of one hundred dollars ($100.00) for each day of non-compliance to the central station operating company for the occupant or tenant responsible for the alarm.

## 4.0 CENTRAL STATION OPERATING COMPANIES NOT TIED TO BFD

4.1 Every approved central station operating company which does business within the Town of Burlington and does **not** have a direct or dedicated connection to the Burlington Fire Department may be assessesd a fine by the Fire Chief for the first malfunction of not less than $100.00 nor more than $250.00, and subject to fines of Sections 6.2.2 through 6.2.5 thereafter.

4.2 Before any central station operating company conducts business within the Town of Burlington, they shall seek the approval of and provide the Fire Chief with the information requested in Section 3.3, subsections a. through d.

4.3 Every **non-approved** central station operating company which does business within the Town of Burlington may be assessed a fine by the Fire Chief of not less than $200.00 for each malfunction, as described in Sections 6.3 and 6.4,

A copy of this by-law shall be provided the central station operating company upon request.

## 5.0 UPDATING INFORMATION

5.1 Every master box owner and every central station operating company shall be responsible for updating the information herein required. The master box owner and the central station operating company shall provide the Fire Chief with the updated information, and shall pay the fee, if any, required by this by-law. If a master box owner of a central station operating company fails to comply with this section, the Fire Chief may assess a fine of fifty dollars ($50.00) for each day of non-compliance.

## 6.0 FIRE ALARM SYSTEM MALFUNCTIONS—FINES

6.1 For any fire alarm system malfunction, connected by master box to the BFD, and as defined herein, the Fire Chief may assess a fine against a fire alarm system owner for each malfunction per fiscal year according to the following schedule:

6.1.1 **First through Third Malfunction**—No Charge

Upon the recording of the third malfunction by the Fire Department, the Fire Chief shall notify the owner/occupant of the building in writing and by certified mail of such fact, and at this time inform the owner of the Department's policy with reference to fines

for false alarms. A copy of this policy shall be sent at this time.

6.1.2. **Fourth through Sixth Malfunction**—$100.00

6.1.3. **Seventh through Eleventh Malfunction**—$200.00

6.1.4. **Each Malfunction after the Eleventh**—$300.00

6.2 No direct dialers to Burlington Fire Department. Private fire alarm systems connected to the Burlington Fire Department by other automatic means, through a central station system, shall be subject to fines for malfunction as follows:

6.2.1. **First Malfunction**—No Charge

Upon the recording of the first malfunction by the Fire Department, the Fire Chief shall notify the owner/occupant of the building in writing and by certified mail of such fact, and at this time inform the owner of the Department's policy with reference to fines for false alarms. A copy of this policy shall be sent at this time.

6.2.2 **Second through Third each Malfunction**—$100.00

6.2.3 **Fourth through Sixth each Malfunction**—$200.00

6.3 Any malfunction of the fire alarm which is the result of the failure of the property owner, occupant or their agents to notify the BFD of repair maintenance or testing of the internal fire alarm system within the protected premises, shall cause a penalty to be assessed in accordance with Sections 6.1.1 through 6.2.3.

6.4 For purposes of this regulation, a malfunction of the fire alarm shall be defined as follows:

a. The operation of a faulty smoke or heat detection device.

b. Faulty control panel or associated equipment.

c. A water pressure surge in automatic sprinkler equipment.

d. Accidental operation of an automatic sprinkler system.

e. An action by an employee of the owner or occupant of the protected premises, or a contractor employed by the owner or the occupant, causing accidential activation of the internal fire alarm system.

6.5 Property owners will be billed once a month for the previous month's malfunction activity. All fines assessed shall be paid to the Town Treasurer for deposit in the General Fund.

6.6 If the bill is not paid within 30 days, a second notice will be sent. If the bill remains unpaid after another 30 day period, a final notice will be sent informing the owner and/or occupant that the master will be disconnected and the insurance company notified.

7.0 **DIRECT DIALERS**

7.1 No fire alarm system shall be equipped with a tape dialer or similar automatic telephone device which will transmit an alarm message to any telephone lines of the Burlington Fire Department. If at the passage of this by-law a fire alarm system is equipped with such a tape dialer or similar automatic telephone device, the fire alarm system owner shall have sixty (60) days from the passage of this by-law to disconnect such tape dialer or similar automatic telephone device. If a fire alarm system owner fails to comply with this section, the Fire Chief may assess a fine of fifty ($50.00) dollars.

7.1 Direct dialers connected to central station operating companies shall be subject to the same fine schedules as the central operating companies.

7.3 The owner of a direct dialer who is in noncompliance of Section 7.1 may also be subject to fines under Section 6.2.2 through 6.2.5 and be charged per false alarms as described in Section 11.

8.0 **APPEAL PROCEDURE**

8.1 Any fire alarm system owner aggrieved by any action taken by the Fire Chief under this by-law may, within ten (10) days of such action, file an appeal, in writing, to the Fire Alarm Systems Appeal Board, a three (3) member panel appointed by the Town Administrator. After notice, the Board shall hold a meeting, after which it shall issue

a decision affirming, annulling or modifying the action taken by the Fire Chief and giving its reasons therefor. The Board shall send its decision to the owner by first class mail within ten (10) days after the hearing. The decision of the Board shall be a final administrative decision.

9.0 **REGULATIONS AND ENFORCEMENT**

The Fire Chief may promulgate such regulations as may be necessary to implement this by-law. The Fire Chief is authorized to pursue such legal action as may be necessary to enforce this by-law.

10.1 **DEPOSIT IN THE GENERAL FUND**

All fines assessed herein shall be payable to the Town of Burlington for deposit in the General Fund.

11.0 **FALSE ALARMS**

11.1 The Fire Chief may charge a malfunction fine after the three false alarms, when in his determination there is no action being taken by the property owner, occupant or their agent to remedy the problem.

11.2 A false alarm for the purpose of this regulation is defined as: An action by an employee, occupant, tenant, patron, guest, or any other individual causing intentional activation of the internal fire alarm system in which there is no fire present, emergency, or any reason for activation of the system.

12.0 **REVISIONS TO FEES AND FINES**

12.1 The Board of Selectmen may, from time to time, act to raise or amend any of all of the fees and fines authorized and established in the various sections of this By-Law upon the recommendation of the Fire Chief.

13.0 **SEVERABILITY**

The provisions of this by-law shall be deemed to be severable, and if any of its provisions shall be held unconstitutional by any court of competent jurisdiction, the decision of such court shall not affect or impair any of the remaining provisions.

*App'd as amended by A.G. 12/22/89. Adv. Burl. News 1/4, 1/11/90*

**ARTICLE 19—Acceptance of MGL Ch. 40 S22D—Police Directed Towing**

It was moved, seconded and voted to dismiss.

**ARTICLE 20—1990 Annual Town Election**

The article as it appears was moved and seconded. VOTED to set the 1990 Annual Town Election as Saturday, April 7, 1990.

**ARTICLE 21—Zoning By-Law Amendment—Eliminate Wetlands Overlay District**

It was moved, seconded and voted to dismiss.

A motion to reconsider Article 14 was moved and seconded. There was a division of the house and tellers were sworn in. By a vote ot 34 to 27, the motion failed to obtain the 2/3 required.

At 10:25 PM a motion to adjourn was moved, seconded and so voted.

ATTES:
Jane L. Chew, Town Clerk

On October 23, 1989, a petition of sixteen Town Meeting Members calling for a Special Town Meeting to consider the purchase of land was submitted to the Board of Selectmen. The meeting was scheduled for November 6, 1989.

## SPECIAL TOWN MEETING
## November 6, 1989

A quorum being present, the meeting was called to order at 7:50 PM with a salute to the flag.

By unanimous consent, the reading of the Warrant and Constable's Return was waived.

A motion to adjourn to Monday, January 8, 1990, at the conclusion of this session was moved, seconded and so voted.

**ARTICLE 1—Seminatore Property**

The article as it appears in the Warrant was moved and seconded.

Amendment (1) to strike "and to transfer from available funds the sum of $1,700,000. for the purpose" and to substitute with "and to appropriate the sum of $1,700,000 for this purpose, and to meet this appropriation, the Treasurer is authorized, with the approval of the Board of Selectmen, to borrow $1,700,000. under GL C44, S7(3)," and to further amend (2) the main motion by inserting after the words "for general municipal purposes" the words "subject to further approval of T.M. for any proposed use" was moved and seconded.

The Ways & Means were 6-3 in favor. Planning Board voted 5-0 in favor.

The second amendment carried. The first amendment carried. There was a division of the house and tellers were appointed By a vote of 53 in favor and 24 opposed, the main motion as amended carried.

VOTED to authorize the Board of Selectmen to purchase, for general municipal purposes, subject to further approval of Town Meeting for any proposed use; a parcel of land approximately 12.7 acres on the northerly side of Bedford Street and being numbered 82 Bedford Street in the present numbering of said street, said parcel being also known as the "Seminatore Property;" and to appropriate the sum of $1,700,000. for this purpose and to meet this appropriation the Treasurer is authorized, with the approval of the Board of Selectmen, to borrow $1,700,000. under G.L. C44, S7(3).

The following resolution was offered by Anne Rowe, 3D.

BE IT RESOLVED that the Board of Selectmen issue, in writing, a request to the Inspector of Buildings for a full investigation into the installation of a heliport at the New England Executive Park, without permits or approvals from the Town of Burlington.

Selectman Gallagher assured the body that there would be a report and resolution of the issue at the next Selectmen's meeting.

At 9:20 PM a motion to adjourn was moved, seconded and so voted.

ATTEST:
Jane L. Chew, Town Clerk

The following initiative petitions were certified by the Board of Registrars during the month of November:

| | Title | #Cert. |
|---|---|---|
| A | Public School Improvement. | 26 |
| B | Prohibiting Government from Interfering with Personal Reproductive Decisions (Constitutional). | 104 |
| C | Fair Ballot Access. | 249 |
| D | Limit Terms of Office of Constitutional Officers, Speaker of House, and President of Senate (Constitutional). | 175 |
| E | Share of State Revenues for Cities and Towns. | 132 |
| F | Economic Conversion of Massachusetts Defense Industry. | — |
| G | Revenue Sharing Between Commonwealth and its Cities and Towns. | — |
| H | Aids Tax Fund. | — |
| I | Northern Right Whale Recovery Act. | — |
| J | State Aid for Public Schools. | 41 |
| K | To Realign the Income Tax of the Commonwealth. | — |
| L | To Invest in Massachusetts Future and to Remedy the Fiscal Crisis. | — |
| M | To Remedy the State's Fiscal Crisis. | 145 |
| N | To Minimize the Use of Consultants. | 262 |
| O | To Limit the Tax Rate which may be Established for Residential Real Property. | — |
| P | To Create a More Equitable Tax Structure by Lowering the Sales Tax Rate Through the Extension of the Sales Tax to Certain Business Services and the Elimination of the Business Deduction for Advertising. | — |
| Q | To Realign the Taxing Policy of the Commonwealth. | 229 |
| R | Realign the Taxing Policy of the Commonwealth and to Control the Costs of Government by Minimizing the Use of Consultants. | — |
| S | To Make Certain Adjustments in the Income and Sales Tax. | — |
| T | Realign the Taxing Policy of the Commonwealth. | — |
| U | Equal Right to Quality Public Education. | 164 |
| V | A Law Relative to Tax and Fee Revenues Reducing the State Income Tax Rate, Repealing Certain Fee Increases and Setting Certain Rates and Requirements. | 440 |
| W | State Holiday on Election Day to Honor JFK. | — |
| X | An Act to Promote Environmentally Acceptable Product Packaging. | 191 |
| Y | An Act to Promote Environmentally Acceptable Product Packaging. | — |

ATTEST:
Jane L. Chew, Town Clerk

# TOWN ACCOUNTANT

Enclosed are our audited financial statements for the period ended June 30, 1989, which have been prepared by this office and our auditor Arthur Andersen & Company.

Also enclosed is a copy of a "Financial Operations Overview" which was presented by us to Moody's Investors Service, Inc. for our recent bond issue.

As you are aware, Moody's increased the Town's bond rating from A to AA and noted in their analysis the presence of "tax base growth" and "strong financial operations" which puts the Town of Burlington among the most fiscally respected communities in the Commonwealth.

## FINANCIAL OPERATIONS OVERVIEW

Financial planning in the Town of Burlington is a team effort which involves both elected and appointed officials of the Town.

Our "Financial Management Team" meets several times during the year and produces continuing revised five year plans for revenues and expenditures.

The philosophy of both the Financial Management Team and the legislative body (Town Meeting) has been to look at our projected revenues and to first cover our fixed costs before allocating revenues to operating budgets and capital expenditures.

The cooperation between the Financial Management Team and Town Meeting has resulted in predicted tax increases and judicious use of reserves to fund all operations including major infrastructure repairs and enhancements.

The Town is fortunate in having a broad based mix of property tax values which is continuing to grow. This property tax base has resulted in the Town continuing to have excess taxing capacity even though the Town has voted to increase the tax levy by approximately 5% annually.

In fiscal 1990 the Town had approximately $1,600,000 in unused taxing capacity; the projected unused capacity for fiscal 1991 is $1,200,000.

In addition to the "excess" taxing capacity, the Town has generated reserves or undesignated fund balances which have allowed us to fund all operating budgets and capital projects without the necessity of incurring new debt for approximately seventeen years.

In summary, the Town is conservative in its approach to budgeting for its revenues and expenditures and uses strong financial controls to insure that all revenue and expenditure growth is planned and within mutually agreed guidelines. This conservative approach enables the Town to fund all its operations and capital projects and handle sudden revenue reversals such as the approximate $950,000 loss in State Aid in fiscal 1990.

# REPORT OF INDEPENDENT PUBLIC ACCOUNTANTS

To the Honorable Board of Selectmen,

Town of Burlington, Massachusetts:

We have audited the accompanying general purpose and combining financial statements of the various funds and account group of the TOWN OF BURLINGTON, MASSACHUSETTS as of June 30, 1989 and for the year then ended, as listed in the foregoing index. These financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Consistent with the practice of most municipalities in the Commonwealth of Massachusetts, the Town has neither capitalized the cost of general fixed assets in a General Fixed Asset Account Group (see Note 1(f)) nor reported in the Long-term Obligations Account Group its unfunded pension liability as determined by an acceptable actuarial cost method (see Note 3) as required by generally accepted accounting principles. The amounts which should be recorded in the General Fixed Asset Account Group and the General Long-term Obligations Account Group are not readily determinable.

In our opinion, except for the effects on the financial statements of: (1) not capitalizing general fixed assets in a General Fixed Asset Account Group and (2) not reporting the unfunded pension liability in the General Long-term Obligations Account Group, the financial statements referred to above present fairly, in all material respects, the financial position of the Town of Burlington, Massachusetts as of June 30, 1989, and the revenues, transfers, expenditures and changes in fund balances for the year then ended, in conformity with generally accepted accounting principles.

Arthur Andersen & Co.

September 1, 1989.

TOWN OF BURLINGTON, MASSACHUSETTS

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP

JUNE 30, 1989

| | GOVERNMENTAL FUND TYPES | | | FIDUCIARY FUND TYPE | ACCOUNT GROUP | Combined Total (Memorandum Only) |
|---|---|---|---|---|---|---|
| | General Fund | Special Revenue Funds | Capital Projects Funds | Trust and Agency Funds | General Long-term Obligations | 1989 |
| ASSETS: | | | | | | |
| Cash, including interest-bearing accounts of $3,164 (Note 2) | $ 485,986 | $ - | $ - | $ 6,527 | $ - | $ 492,513 |
| Temporary investments (Notes 1 and 2) | 7,284,543 | 32,156 | - | 1,163,234 | - | 8,479,933 |
| Prepaid expenses | 726,968 | - | - | - | - | 726,968 |
| Property taxes receivable- | | | | | | |
| Current year's levy | 1,218,774 | - | - | - | - | 1,218,774 |
| Prior years' levies | 571,350 | - | - | - | - | 571,350 |
| | $ 1,790,124 | $ - | $ - | $ - | $ - | $ 1,790,124 |
| Other receivables and tax titles- | | | | | | |
| Motor vehicle excise | $ 314,830 | $ - | $ - | $ - | $ - | $ 314,830 |
| Water and sewer | 203,400 | - | - | - | - | 203,400 |
| Tax titles, possessions and other liens | 193,041 | - | - | - | - | 193,041 |
| Federal and state grants | 347,319 | 84,716 | - | - | - | 432,035 |
| | $ 1,058,590 | $ 84,716 | $ - | $ - | $ - | $ 1,143,306 |
| Due from (to) other funds | $(1,627,903) | $1,296,414 | $347,453 | $ (15,964) | $ - | $ - |
| Amount to be provided for the payment of sick leave benefits | - | - | - | - | 928,502 | 928,502 |
| Amount to be provided for the retirement of debt- | | | | | | |
| From tax levy | - | - | - | - | 3,817,751 | 3,817,751 |
| From Chapter 645 (Note 1) | - | - | - | - | 1,197,249 | 1,197,249 |
| Amount to be provided by bond issuance for purchase of land (Note 6) | - | - | - | - | 8,200,000 | 8,200,000 |
| Total assets | $ 9,718,308 | $1,413,286 | $347,453 | $1,153,797 | $14,143,502 | $26,776,346 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP

JUNE 30, 1989

(Continued)

| | GOVERNMENTAL FUND TYPES | | | FIDUCIARY FUND TYPE | ACCOUNT GROUP | Combined Total (Memorandum Only) |
|---|---|---|---|---|---|---|
| | General Fund | Special Revenue Funds | Capital Projects Funds | Trust and Agency Funds | General Long-term Obligations | 1989 |
| LIABILITIES AND RESERVES: | | | | | | |
| Warrants payable | $ 300,173 | $ 11,339 | $ - | $ - | $ - | $ 311,512 |
| Accrued payroll | 356,678 | 34,481 | - | - | - | 391,159 |
| Payroll withholdings and other liabilities | 759,717 | - | - | 154,024 | - | 913,741 |
| Accrued vacation and sick leave benefits (Note 1) | 616,719 | - | - | - | 928,502 | 1,545,221 |
| Reserve for abatements | 637,766 | - | - | - | - | 637,766 |
| Deferred revenue | 2,109,544 | - | - | - | - | 2,109,544 |
| Bonds payable (Note 4) | - | - | - | - | 5,015,000 | 5,015,000 |
| Amount payable for Eminent Domain Land Taking (Note 6) | - | - | - | - | 8,200,000 | 8,200,000 |
| Total liabilities and reserves | $4,780,597 | $ 45,820 | $ - | $ 154,024 | $14,143,502 | $19,123,943 |
| COMMITMENTS AND CONTINGENCIES (Note 6) | | | | | | |
| FUND BALANCES: | | | | | | |
| Unreserved | $2,168,000 | $ - | $ - | $ - | $ - | $ 2,168,000 |
| Designated for subsequent year's expenditures | 823,837 | - | - | - | - | 823,837 |
| Reserved | - | 1,367,466 | - | 999,773 | - | 2,367,239 |
| Continued appropriations (Note 5) | 1,945,874 | - | 347,453 | - | - | 2,293,327 |
| Total fund balances | $4,937,711 | $1,367,466 | $347,453 | $ 999,773 | $ - | $ 7,652,403 |
| | $9,718,308 | $1,413,286 | $347,453 | $1,153,797 | $14,143,502 | $26,776,346 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

STATEMENT OF REVENUES, TRANSFERS, EXPENDITURES AND CHANGES IN FUND BALANCES -

ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS

FOR THE YEAR ENDED JUNE 30, 1989

| | GOVERNMENTAL FUND TYPES | | | Expendable Trust and Agency Funds | Combined Total (Memorandum Only) |
|---|---|---|---|---|---|
| | General Fund | Special Revenue Funds | Capital Projects Funds | | 1989 |
| REVENUES: | | | | | |
| Property taxes | $27,531,294 | $ - | $ - | $ - | $27,531,294 |
| Motor vehicle excise taxes | 1,781,327 | - | - | - | 1,781,327 |
| Water and sewer | 1,968,877 | - | - | - | 1,968,877 |
| Intergovernmental | 6,352,114 | 3,491,151 | - | 8,620 | 9,851,885 |
| Interest and dividends | 509,178 | 2,482 | - | 108,047 | 619,707 |
| Departmental and other | 2,200,499 | 2,202,923 | - | 787,180 | 5,190,602 |
| | $40,343,289 | $5,696,556 | $ - | $903,847 | $46,943,692 |
| OTHER TRANSFERS (TO) FROM OTHER FUNDS | $(2,674,939) | $ 587,904 | $2,055,435 | $ - | $ (31,600) |
| EXPENDITURES: | | | | | |
| Current- | | | | | |
| Education | $17,509,036 | $3,594,945 | $ - | $ - | $21,103,981 |
| Public safety | 5,916,642 | 677,425 | - | - | 6,594,067 |
| Health and human services | 538,425 | - | - | 738,503 | 1,276,928 |
| Public works | 5,087,195 | 1,061,447 | - | - | 6,148,642 |
| Recreation | 1,350,837 | 122,207 | - | - | 1,473,044 |
| Debt service | 1,867,648 | - | - | - | 1,867,648 |
| Pension costs (Note 3) | 1,524,643 | - | - | - | 1,524,643 |
| General government | 5,280,642 | - | - | - | 5,280,642 |
| State and county assessments | 724,334 | - | - | - | 724,334 |
| Other | 182,993 | 234,157 | - | 9,072 | 426,222 |
| Capital outlay | - | - | 3,013,320 | - | 3,013,320 |
| | $39,982,395 | $5,690,181 | $3,013,320 | $747,575 | $49,433,471 |
| EXCESS (DEFICIENCY) OF REVENUES AND TRANSFERS OVER EXPENDITURES | $(2,314,045) | $ 594,279 | $ (957,885) | $156,272 | $(2,521,379) |
| FUND BALANCES, beginning of year | 7,251,756 | 773,187 | 1,305,338 | 558,834 | 9,889,115 |
| FUND BALANCES, end of year | $ 4,937,711 | $1,367,466 | $ 347,453 | $715,106 | $ 7,367,736 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

STATEMENT OF REVENUES, TRANSFERS AND EXPENDITURES -

BUDGET AND ACTUAL - GENERAL FUND - BUDGETARY BASIS (NOTE 1(q))

FOR THE YEAR ENDED JUNE 30, 1989

| | General Fund | |
|---|---|---|
| | Budget | Actual |
| REVENUES: | | |
| Property taxes | $27,931,653 | $27,439,192 |
| Motor vehicle excise taxes | 1,520,000 | 2,151,092 |
| Water and sewer | 2,042,000 | 2,089,611 |
| Intergovernmental | 6,654,761 | 6,342,046 |
| Interest and dividends | 509,000 | 509,178 |
| Departmental and other | 2,180,000 | 2,200,499 |
| | $40,837,414 | $40,731,618 |
| OTHER SOURCES OF FUNDS: | | |
| Transfers (to) from other funds- | | |
| Other, net | $(2,674,939) | $(2,674,939) |
| Surplus revenue (free cash) | 2,443,272 | 2,443,272 |
| | $ (231,667) | $ (231,667) |
| EXPENDITURES: | | |
| Current- | | |
| Education | $17,489,640 | $17,575,590 |
| Public safety | 6,038,762 | 5,835,947 |
| Health and human services | 568,079 | 538,425 |
| Public works | 4,861,709 | 5,131,345 |
| Recreation | 1,375,304 | 1,330,837 |
| Debt service | 1,914,865 | 1,867,648 |
| Pension costs (Note 3) | 1,519,925 | 1,524,643 |
| General government | 5,814,669 | 5,145,163 |
| State and county assessments | 746,625 | 724,334 |
| Other | 276,169 | 182,993 |
| | $40,605,747 | $39,856,925 |
| EXCESS OF REVENUES AND TRANSFERS OVER EXPENDITURES | $ - | $ 643,026 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

COMBINING STATEMENT OF CHANGES IN FUND BALANCES -

SPECIAL REVENUE FUNDS, CAPITAL PROJECTS FUNDS, EXPENDABLE AND NONEXPENDABLE TRUST FUNDS

FOR THE YEAR ENDED JUNE 30, 1989

| | Balance June 30, 1988 | Revenues and Receipts | Interest and Dividends | Disbursements | Interfund Transfers (To) From | Balance June 30, 1989 |
|---|---|---|---|---|---|---|
| SPECIAL REVENUE FUNDS: | | | | | | |
| Federal Revenue Sharing | $ 4,645 | $ - | $ 27 | $ - | $ (4,672) | $ - |
| School lunch | 51,178 | 498,733 | - | (537,367) | - | 12,544 |
| School programs | 123,471 | 274,104 | - | (275,258) | (2,741) | 119,576 |
| Other school aid | 327,561 | 2,944,300 | - | (2,782,320) | 11,004 | 500,545 |
| Chapter 90 highway improvements | - | 120,611 | - | (598,864) | 496,393 | 18,140 |
| Recreation | 35,096 | 114,937 | 2,455 | (120,332) | - | 32,156 |
| Sale of graves | 144,167 | 33,400 | - | - | (22,000) | 155,567 |
| Insurance reimbursements (Note 6) | - | 250,000 | - | - | - | 250,000 |
| Other | 87,069 | 1,457,989 | - | (1,376,040) | 109,920 | 278,938 |
| | $ 773,187 | $5,694,074 | $ 2,482 | $(5,690,181) | $ 587,904 | $1,367,466 |
| CAPITAL PROJECTS FUNDS: | | | | | | |
| Center Street School construction (Note 6) | $1,360,500 | $ - | $ - | $(1,118,583) | $ - | $ 241,917 |
| Fire Station expansion | (55,162) | - | - | (1,894,737) | 2,055,435 | 105,536 |
| | $1,305,338 | $ - | $ - | $(3,013,320) | $2,055,435 | $ 347,453 |
| EXPENDABLE TRUST FUNDS: | | | | | | |
| Stabilization | $ 233,632 | $ - | $ 72,542 | $ - | $ - | $ 306,174 |
| Supplemental retirement | 319,666 | - | 25,839 | - | - | 345,505 |
| Health insurance | 66 | 787,180 | 9,245 | (738,503) | - | 57,988 |
| Arts and lottery fund | 5,470 | 8,620 | 421 | (9,072) | - | 5,439 |
| | $ 558,834 | $ 795,800 | $108,047 | $ (747,575) | $ - | $ 715,106 |
| NONEXPENDABLE TRUST FUNDS: | | | | | | |
| Cemetery | $ 227,187 | $ - | $ 19,780 | $ - | $ 31,600 | $ 278,567 |
| Library | 3,819 | - | 255 | (179) | - | 3,895 |
| Conservation | 2,033 | - | 172 | - | - | 2,205 |
| | $ 233,039 | $ - | $ 20,207 | $ (179) | $ 31,600 | $ 284,667 |

The accompanying notes are an integral part of these financial statements.

## (1) Summary of Significant Accounting Policies

Accounting policies and financial reporting practices for municipalities in Massachusetts are prescribed by the Uniform Municipal Accounting System (UMAS) promulgated by the Commonwealth of Massachusetts Department of Revenue. The significant accounting policies followed by the Town of Burlington, Massachusetts (the Town) are as follows:

### (a) Basis of Presentation

The accompanying financial statements include the financial transactions of the Town, except for those transactions involving the Burlington Housing Authority, the Middlesex County Retirement System and the Simonds Park Trust, which are activities independent of the Town.

### (b) Fund Accounting

Financial transactions of the Town are recorded in the following funds or account group:

(1) The General Fund reflects the financial transactions related to general governmental activities that are not otherwise accounted for in another fund. The water and sewer department activities are recorded as part of the General Fund because the Town's policy is to fund the operations of the water and sewer department through a combination of user charges and property tax levies. Water and sewer rates are approved by the Board of Selectmen.

Included within the General Fund is the unreserved fund balance (surplus revenue), which is the amount by which unrestricted cash, accounts receivable and other assets exceed liabilities and reserves.

(2) Special Revenue Funds account for the proceeds of specific revenue sources (other than special assessments, expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes. These

(1) Summary of Significant Accounting Policies (Continued)

(b) Fund Accounting (Continued)

sources include gifts and grants from outside sources, which must be expended in accordance with the provisions of the grants and funds related to specific activities of the Town and which are available to fund future operations as prescribed by the Town.

(3) The Capital Projects Funds account for the financial resources used in the acquisition of or improvements to capital facilities. Capital facility expenditures are distinguished as capital project expenditures if at least two of the following conditions are met:

- Financing is provided in whole or in part by the issuance of bonds.

- Expenditures are made during more than one fiscal year.

- Expenditures are "project-oriented" and, thus, are not a part of the ongoing operations of the Town.

Other capital facility expenditures are reflected as expenditures in the General Fund.

(4) The Trust and Agency Funds account for money and securities received and held by the Town as trustee or custodian for individuals, private organizations and other governmental agencies. Trust and Agency Funds also include, under the custody of the Town Treasurer, monies appropriated by the Town to fund supplemental contributions to the Middlesex County Retirement System.

(1) Summary of Significant Accounting Policies (Continued)

(b) Fund Accounting (Continued)

Trust and Agency Funds are classified as expendable or nonexpendable, depending on whether the principal portion of the fund balance may be expended for the specified purpose or whether only investment income may be used.

(5) The General Long-Term Obligations Account Group reflects the liabilities for accumulated sick leave benefits (see Note 1 (d)) and long-term debt (see Note 4). The balance payable is offset by resources to be provided through taxation in future years and state reimbursements for the retirement of the unmatured bonds.

Under the terms of Chapter 645 of the Acts of 1948, as amended, the Town is reimbursed by the State over the period of the debt service for a portion of its debt which was incurred to finance school construction. These reimbursements are included in General Fund revenue when received from the Commonwealth.

(c) Accounting for Revenues

Real estate and personal property taxes and other governmental receipts such as excise taxes, departmental fees and federal and state grants are recognized on a modified accrual basis, whereby receipts during the July 1 to August 31 period allocable to the preceding fiscal year are reflected as revenue for that year. Revenues from federal and state grants and interest on investments are recorded on the accrual basis.

## (1) Summary of Significant Accounting Policies (Continued)

### (d) Accounting for Expenditures

General Fund expenditures are recorded on the modified accrual basis. Disbursements for material and supply inventories are considered expenditures rather than assets at the time of purchase. Except for prepaid retirement plan contributions, prepayments are recorded as expenditures when paid. Interest cost is recognized when due and is not accrued over time. The repayment of governmental fund debt is recorded as an expenditure of the General Fund when paid.

Employees earn vacation and, in certain cases, sick leave pursuant to collective bargaining agreements as they provide services to the Town. Accrued vacation benefits can exceed 12 months of an individual's entitlement and are fully vested and payable upon retirement or termination. Accumulated sick pay benefits are vested in that they are payable upon retirement, but are forfeited if the employee terminates employment prior to normal retirement age. The obligation for earned vacation not yet taken is accounted for as a liability in the General Fund. Vested sick pay benefits at June 30, 1989 (calculated assuming no forfeitures for early retirements or terminations) are presented as a liability in the General Long-Term Obligations account group.

### (e) Temporary Investments

Temporary investments consist of certificates of deposit and money market accounts and are stated at cost which approximates market value.

### (f) Accounting for Fixed Assets

The Town does not record general fixed assets in an asset account in the Town's general ledger at the time of acquisition. Fixed asset acquisitions are recorded as expenditures at the time purchases are made.

(1) Summary of Significant Accounting Policies (Continued)

(g) Budgetary - GAAP Reporting Reconciliation

Accounting principles applied for purposes of developing data on a budgetary basis differ from those used to present financial statements in conformity with generally accepted accounting principles (GAAP). A reconciliation of budgetary-basis to GAAP-basis follows:

| | |
|---|---|
| Excess of revenues and transfers over expenditures - budgetary basis | $ 643,026 |
| Effect of use of modified accrual method for recognizing revenue | (388,329) |
| Timing differences in recognizing expenditures | (125,470) |
| Surplus revenue (free cash) | (2,443,272) |
| Excess of revenues and transfers over expenditures - GAAP basis | $(2,314,045) |

Massachusetts law does not require preparation of a budget for capital projects or for grants accounted for in the Special Revenue Funds. Since capital projects and grants are not budgeted, budgetary comparisons with actual results of operations are not presented in the accompanying financial statements.

(h) Presentation of Combined Totals

Total columns on combined statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations in conformity with generally accepted accounting principles. Neither are such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

## (2) Deposits with Financial Institutions and Investments

The Town's assets include cash and investments that are available for use by all funds. In addition, operating cash and investments are separately held by various funds of the Town. Each fund type's portion of cash and investments is presented on the combined balance sheet under "Governmental Fund Types" as cash and investments.

### Deposits

At year-end, the carrying amount of the Town's deposits of $492,513 differed from bank balances totaling $993,062 because of outstanding checks and other normal reconciling items. Of the total bank balances, $718,630 was not covered by federal depository insurance.

### Investments

State statutes authorize the Town to invest public funds in term deposits or certificates of deposit, in trust companies, national banks, savings banks or banking companies, or in obligations issued or unconditionally guaranteed by the United States Government or an agency thereof and having a maturity of less than one year. The statutes also authorize the Town to invest in repurchase agreements and in participation units in a combined investment fund.

Funds that are the result of a grant, gift or trust must be invested in accordance with the terms of such grant, gift or trust. Trust funds can be placed in interest-bearing accounts at national banks or at savings, trust or FDIC banking companies which are incorporated under the laws of the Commonwealth. Funds can also be invested in participation units in a combined investment fund, or in bonds, notes or securities which are legal investments for savings banks.

The Town's investments are categorized below to give an indication of the level of risk assumed by the entity at year-end. Category 1 includes investments that are insured or registered or for which the securities held by the Town or its agent are in the Town's name. Category 2 includes uninsured and unregistered investments for which the securities are held by the broker's or

(2) Deposits with Financial Institutions and Investments (Continued)

Investments (Continued)

dealer's trust department or agent in the Town's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the broker or dealer, or by its trust department or agent, but not in the Town's name.

| | Carrying Amount | | | | Market |
|---|---|---|---|---|---|
| | 1 | 2 | 3 | Total | Value |
| Certificates of Deposit | $3,840,000 | $ 500,000 | $ - | $4,340,000 | $4,340,000 |
| Money market investments | 2,238,738 | 1,795,179 | - | 4,033,917 | 4,033,917 |
| | $6,078,738 | $2,295,179 | $ - | $8,373,917 | $8,373,917 |
| Investments held in state treasurer's investment pool | | | | 106,016 | 106,016 |
| Total investments | | | | $8,479,933 | $8,479,933 |

(3) Retirement Plans

Teachers, certain administrative personnel and other professional employees of the Town's school department individually participate in a contributory retirement plan administered by the Massachusetts Teachers' Retirement Board. The Town does not contribute to this plan.

Substantially all other Town employees participate in the Middlesex County Retirement System (the System). The Town's payroll for employees covered by the System for the year ended June 30, 1989

(3) Retirement Plans (Continued)

was approximately $9,510,000, which was 36.8% of the total Town payroll. Contributions to provide benefits under the System are made by the Town under the "pay-as-you-go" method by annually contributing the amount determined by the State Division of Public Employee Retirement Administration (PERA). The contribution is calculated as the amount necessary to provide for the following year's retirement benefits. The active Town employees contribute 5%, 7% or 8% (depending upon date of employment) of their regular compensation, as defined. The Town also contributes the amount necessary for the System's administrative expenses. The contribution requirement for the year ended June 30, 1989 was $1,510,000 from the Town and $593,000 from employees. These contributions represented 15.9% and 6.2% of covered payroll, respectively. The Town's actual contributions were approximately $1,368,000 for 1988 and $1,525,000 for 1989, which represented 15.8% and 16.0%, respectively, of annual covered payroll in 1988 and 1989.

Massachusetts Contributory Retirement System benefits are uniform from system to system. The system provides for retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. Benefit payments are based upon a member's age, length of creditable service, level of compensation and group classification.

Members become vested after 10 years of creditable service. A superannuation retirement allowance may be received upon the completion of 20 years of service or upon reaching the age of 55 with 10 years of service. Normal retirement for most employees occurs at age 65 (for certain hazardous duty and public safety positions, normal retirement is at age 55).

A retirement allowance consists of two parts: an annuity and a pension. A member's accumulated total deductions and a portion of the interest they generate constitute the annuity. The differential between the total retirement benefit and the annuity is the pension. The average retirement benefit is currently approximately 80% to 85% pension and 15% to 20% annuity.

(3) Retirement Plans (Continued)

The "pension benefit obligation" is a standardized disclosure measure of the present value of pension benefits, adjusted for the effects of projected salary increases and step-rate benefits, estimated to be payable in the future as a result of employee service to date. The measure is intended to help users assess the funding status of the System on a going concern basis, assess progress made in accumulating sufficient assets to pay benefits when due and make comparisons among public employee retirement systems and employers. The measure is the actuarial present value of credited projected benefits and is independent of the funding method used to determine contributions to the System. The System does not make separate measurements of assets and pension benefit obligation for individual employers.

The pension benefit obligation was computed for the Middlesex County Retirement System as a whole, as part of an actuarial valuation performed as of January 1, 1988. Significant actuarial assumptions used in the valuation include (a) a rate of return on the investment of present and future assets of 8-1/2% a year compounded annually, (b) projected salary increases of 4-1/2% a year compounded annually, attributable to inflation, (c) additional projected salary increases of 1-1/2% a year, attributable to seniority/merit, and (d) no postretirement benefit increases. The assumed rate of return on pension assets of 8-1/2% used in the January 1, 1988 actuarial valuation differed from the 8% used in the January 1, 1987 actuarial valuation. The actuary has determined that had the 8% rate been used on the January 1, 1988 valuation, the accrued liability of the System would have been approximately $27,000,000 to $37,000,000 higher.

(3) Retirement Plans (Continued)

Total unfunded pension benefit obligation for the System, as a whole, was $192,422,000 at January 1, 1988, as follows:

| | |
|---|---|
| Pension benefit obligation- | |
| Retirees and beneficiaries receiving benefits and terminated employees not yet receiving benefits | $152,546,000 |
| Current employees- | |
| Accumulated employee contributions including allocated investment earnings | 72,288,000 |
| Employer-financed vested | 26,433,000 |
| Employer-financed nonvested | 72,776,000 |
| Total pension benefit obligation | $324,043,000 |
| Net assets available for benefits, at market value | 131,621,000 |
| Unfunded pension benefit obligation | $192,422,000 |

The contribution made by the Town in 1989 represented 7.4% of total contributions made by all participating entities.

(3) Retirement Plans (Continued)

Historical trend information showing the System's progress in accumulating sufficient assets to pay benefits when due is as follows:

| Calendar Year | Sources of Funds | | | | Uses of Funds | | | |
|---|---|---|---|---|---|---|---|---|
| | Employee Contributions | Employer Contributions | Investment Income | Total | Benefits | Administrative Expenses | Refunds | Total |
| 1980 | $ 4,718,228 | $ 8,479,776 | $ 4,006,592 | $17,204,596 | $ 9,667,411 | $296,050 | $6,342,258 | $16,305,719 |
| 1981 | 4,725,143 | 7,630,508 | 4,634,185 | 16,989,836 | 10,814,416 | 326,497 | 1,286,213 | 12,427,126 |
| 1982 | 5,130,042 | 9,569,022 | 6,089,128 | 20,788,192 | 11,966,711 | 363,033 | 1,571,278 | 13,901,022 |
| 1983 | 5,338,531 | 10,432,346 | 6,907,834 | 22,678,711 | 13,093,617 | 371,280 | 1,294,244 | 14,759,141 |
| 1984 | 5,876,529 | 11,894,905 | 7,547,320 | 25,318,754 | 14,641,633 | 454,942 | 1,359,359 | 16,455,934 |
| 1985 | 6,453,041 | 14,022,988 | 8,473,342 | 28,949,371 | 14,917,543 | 424,713 | 1,340,061 | 16,682,317 |
| 1986 | 7,286,165 | 12,940,894 | 11,379,673 | 31,606,732 | 16,453,244 | 414,250 | 1,982,830 | 18,850,324 |
| 1987 | 8,107,198 | 15,050,713 | 12,818,284 | 35,976,195 | 18,482,084 | 448,653 | 2,207,833 | 21,138,570 |
| 1988 | 8,977,520 | 18,668,926 | 6,464,493 | 34,110,939 | 19,177,666 | 560,822 | 2,076,615 | 21,815,103 |
| 1989 | 10,400,416 | 19,564,609 | 15,134,989 | 45,100,014 | 21,277,930 | 551,539 | 2,369,740 | 24,199,209 |

(3) Retirement Plans (Continued)

| Date of Actuarial Valuation and Data Provided | (1) Net Assets Available for Plan Benefits | (2) Pension Benefit Obligation | (3) Percentage Funded (1)÷(2) | (4) Unfunded Pension Benefit Obligation (2)-(1) | (5) Annual Covered Payroll | (6) Unfunded Pension Benefit Obligation as a Percentage of Covered Payroll (4)÷(5) |
|---|---|---|---|---|---|---|
| January 1, 1987 | $119,999,000 | $329,035,000 | 36.5% | $209,036,000 | $118,575,000 | 176.3% |
| January 1, 1988 | 131,621,000 | 324,043,000 | 40.6% | 192,422,000 | 128,109,000 | 150.2% |



In addition, the Town has provided supplemental funding under Chapter 559 of the Acts of 1977 and Chapter 661 of the Acts of 1983 to reduce the Town's actuarial past service cost. As of December 31, 1987, cumulative supplemental funding, including interest income, totaled $320,000.

Effective July 1, 1989, the System adopted several of the provisions of Chapter 697 under Massachusetts General Laws. One of the provisions adopted was the removal of a $30,000 annual pay cap on regular compensation for employees hired after January 1, 1979. Chapter 697 requires the Town to contribute, in addition to its regular appropriation, an amount equal to the increased normal costs plus an amount to amortize the increased liability over 15 years. Employees benefiting from this provision will also have to contribute an additional 2% of their annual salary in excess of $30,000. It is anticipated that the Town's annual funding in fiscal 1990 will increase approximately 16% - 20% over fiscal 1989 and increase at a rate of approximately 4.5% for each year thereafter. The remaining provisions adopted by the System in fiscal 1990 will be paid on a "pay-as-you-go" basis, of which the incremental effect on annual funding can not yet be determined.

Other Postemployment Benefits

In addition to providing pension benefits, the Town provides certain health care and life insurance benefits for retired employees. Substantially all Town employees may become eligible for these benefits if they reach normal retirement age while working for the Town. These and similar benefits for active employees are provided through an insurance company whose premiums are based on the benefits paid during the year. The Town recognizes the cost of providing these benefits by expensing the annual insurance premiums, which aggregated approximately $378,000 for the year ended June 30, 1989.

(4) Long-term Debt

The following is a summary of long-term debt transactions for the year ended June 30, 1989:

| | |
|---|---|
| Long-term debt as of July 1, 1988 | $ 6,590,000 |
| Long-term debt retired | (1,575,000) |
| Long-term debt as of June 30, 1989 | $ 5,015,000 |

As of June 30, 1989, the Town had the following outstanding long-term debt:

| | Date of Issue | Fiscal Year of Maturity | Original Principal Amount | Interest Rate | Amount Outstanding at June 30, 1989 |
|---|---|---|---|---|---|
| INSIDE DEBT LIMIT- | | | | | |
| Subfire station | 11/01/70 | 1990 | $ 100,000 | 6.10% | $ 5,000 |
| Total inside debt limit | | | $ 100,000 | | $ 5,000 |
| OUTSIDE DEBT LIMIT- | | | | | |
| School debt- | | | | | |
| Senior high school | 08/01/71 | 1991 | $ 7,500,000 | 5.75% | $ 785,000 |
| Additional senior high school | 11/01/72 | 1992 | 8,075,000 | 5.00 | 1,275,000 |
| Total school debt | | | $15,575,000 | | $2,060,000 |
| Water supply debt- | | | | | |
| Standpipe #1 | 11/01/70 | 1991 | $ 560,000 | 6.10% | $ 50,000 |
| Reservoir #2 | 08/01/71 | 1991 | 3,925,000 | 5.75 | 410,000 |
| Total water supply debt | | | $ 4,485,000 | | $ 460,000 |
| Wastewater debt- | | | | | |
| Sewerage #1 | 07/15/66 | 1996 | $ 1,740,000 | 4.10% | $ 420,000 |
| Sewerage #2 | 03/15/67 | 1996 | 3,235,000 | 3.80 | 770,000 |
| Sewerage #3 | 02/01/68 | 1997 | 3,000,000 | 4.40 | 800,000 |
| Sewerage #7 | 11/01/70 | 1991 | 1,400,000 | 6.10 | 140,000 |
| Sewerage #8 | 08/01/71 | 1991 | 3,500,000 | 5.75 | 360,000 |
| Total wastewater debt | | | $12,875,000 | | $2,490,000 |
| Total outside debt limit | | | $32,935,000 | | $5,010,000 |
| Total debt | | | $33,035,000 | | $5,015,000 |

(4) Long-term Debt (Continued)

Debt service for future years, including $1,197,249 to be funded by the Commonwealth under Chapter 645 of the Acts of 1948, as amended, consists of the following:

| For the Year Ending June 30, | Current Year Debt Service | Cumulative Liability | | |
|---|---|---|---|---|
| | | Total | Principal | Interest |
| 1989 | $1,867,648 | $5,547,346 | $5,015,000 | $532,346 |
| 1990 | 1,784,407 | 3,762,939 | 3,440,000 | 322,939 |
| 1991 | 1,691,464 | 2,071,475 | 1,875,000 | 196,475 |
| 1992 | 763,995 | 1,307,480 | 1,180,000 | 127,480 |
| 1993 | 317,330 | 990,150 | 910,000 | 80,150 |
| 1994 | 306,290 | 683,860 | 640,000 | 43,860 |
| 1995 | 295,250 | 388,610 | 370,000 | 18,610 |
| 1996 | 284,210 | 104,400 | 100,000 | 4,400 |
| 1997 | 104,400 | - | - | - |

The Town has been authorized to issue bonds of $7,600,000 to assist in funding the construction of a proposed water treatment plant. As of September 1, 1989, the bonds were not issued.

(5) 1990 Budget

The Town has authorized a fiscal 1990 operating and capital budget totaling $45,163,416. There are additional expenditures of $1,787,732 for state reimbursable items, state and county assessments and fiscal 1990 overlay, which are not subject to Town Meeting authorization. The total expenditures will be financed from the following sources:

| | |
|---|---|
| 1990 tax levies, state grants, departmental receipts, etc. | $44,038,503 |
| Surplus revenue | 823,837 |
| Other | 2,088,808 |
| | $46,951,148 |

(5) 1990 Budget (Continued)

In addition, the Town has carried forward appropriations totaling $2,293,327 from 1989 and prior years for projects authorized by the Town Meeting but not yet completed. Amounts carried forward include General Fund appropriations of $1,945,874 and Capital Projects Funds appropriations of $347,453.

(6) Commitments and Contingencies

In fiscal 1988, the Town appealed an unfavorable verdict in a lawsuit involving the eminent domain taking in 1987 of 220 acres of land. Subsequent to year-end, on September 15, 1989, the Town entered into an agreement to pay $8,200,000 in addition to $685,143 already paid to purchase the land, and to be released from any liability under the unfavorable verdict. On September 18, 1989, the Town Meeting approved the issuance of $8,200,000 in bonds to fund this land purchase. The liability to the sellers and the amount to be provided by bond issuance to fund this purchase have been reflected in the accompanying combined balance sheet as of June 30, 1989 in the General Long-Term Obligations Account Group.

In February 1989, a fire destroyed a portion of the Center Street School which was being renovated into a center for human services. The Town has expended approximately $1,951,000 over the past two years through the Capital Projects Fund out of total appropriated amounts of $2,193,000. Legal counsel and management believe that the resultant insurance claim should be settled without material loss to the Town. The Town has received approximately $250,000 in advance from insurance companies, which was reflected as revenue in the Special Revenue Fund. A complete settlement is expected in fiscal 1990.

The Town has been named a defendant in a number of other lawsuits at June 30, 1989. In the opinion of legal counsel, the ultimate resolution of these legal actions will not result in a material loss to the Town.

# TOWN DIRECTORY
# DAILY HOURS 8:30 AM — 4:30 PM

| | |
|---|---|
| Town Hall Offices | 272-6700 |
| Accounting | |
| Assessors | |
| Building Department | |
| Custodians | |
| Engineering | |
| Environmental Engineering | |
| Nurses, Board of Health | |
| 2nd & 4th Thursday of each month 3:30 pm-6:30 pm | |
| Walk-in Clinic — Every Tuesday — 9:00 am-12:00 noon | |
| Personnel | |
| Planning | |
| Plumbing Inspector | |
| Public Works | |
| Customer Service | |
| Water & Sewer Billing | |
| Selectmen | |
| Town Administrator | |
| Town Clerk | |
| 1st & 3rd Saturday of each month 9:00 am-12:00 noon | |
| 2nd and 4th Thursday of each month 8:30 am-6:30 pm | |
| Treasurer/Tax Collector | |
| Veterans Agent | |
| Every Evening by Appointment | |
| Civil Defense | 273-1233 |
| Community Life Center | 273-1300 |
| Every Evening by Appointment | |
| Council on Aging | 272-9552 |
| Dog Officer—Pound | 229-2866 |
| Fire Department | 272-2213 |
| Library | 272-2520 |
| Daily Schedule 10:00 am-9:00 pm—Monday-Thursday | |
| 10:00 am-6:00 pm—Friday | |
| 10:00 am-5:00 pm—Saturday | |
| 1:00 pm-5:00 pm—Sunday | |
| Police Department | 272-1212 |
| Public Works | |
| Highway | 272-2540 |
| Cemetery | 272-4746 |
| Water Treatment Plant | 272-3956 |
| Recreation Department | 272-7330 |
| School Department—All Schools | 273-1870 |

ANNUAL REPORT

OF THE TOWN OFFICERS OF

# BURLINGTON
# MASSACHUSETTS




YEAR ENDING
DECEMBER 31

# 1990

ANNUAL REPORT
OF THE TOWN OFFICERS OF

# BURLINGTON
# MASSACHUSETTS

YEAR ENDING
DECEMBER 31

# 1990

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## IN MEMORIAM

ROBERT L. BLENKHORN
1919 — 1990
Board of Public Welfare

ELMER J. MORRISON
1896 — 1990
School Committee
Board of Assessors
Planning Board
Board of Health
Council on Aging
Memorial School Building Committee
School Needs and Sites Committee

MARGUERITE M. PETRONE
1911 — 1990
Council on Aging
Town Meeting Member

THOMAS K. SHORT, SR.
1912 — 1990
Highway Superintendent
Dog Officer/Animal Inspector
Board of Library Trustees

**ANNUAL REPORTS**
OF THE
**TOWN OF BURLINGTON, MA**
**1990**

A part of Woburn in 1642, a Woburn Precinct as of 1730.

Burlington was incorporated as a Town, February 28, 1799.

Population as of January 1990: 22,662

Area of Town — 7,577 acres or 11.88 square miles

| | | |
|---|---|---|
| Tax rate FY91- | RESIDENTIAL: | $8.80 |
| | COMMERCIAL: | $17.30 |

Elevation at Town Hall — 220 feet above sea level

| | |
|---|---|
| GOVERNOR: | Michael S. Dukakis<br>State House<br>Boston, Ma 02133 |
| U.S. SENATORS: | Edward M. Kennedy<br>John F. Kennedy Federal Bldg., Room 2400<br>Boston, Ma 02203 |
| | John F. Kerry<br>Transportation Bldg., Room 3220<br>10 Park Plaza<br>Boston, Ma 02116 |
| CONGRESSMAN:<br>7th DISTRICT | Edward J. Markey<br>John F. Kennedy Federal Bldg., Room 2100A<br>LBoston, MA 02133 |
| COUNCILLOR:<br>6th DISTRICT | Joseph A. Langone, III<br>State House, Room 184<br>Boston, Ma 02133 |
| STATE SENATOR:<br>4th MIDDLESEX | Richard A. Kraus<br>State House, Room 511<br>Boston, Ma 02133 |
| REPRESENTATIVE<br>23 MIDDLESEX | Augusto F. Grace<br>State House, Room 443<br>Boston, Ma 02133 |

## TOWN GOVERNMENT SCHEDULE

| | |
|---|---|
| Board of Selectmen | —Meets the second and fourth Mondays of the month, Town Hall, 7:00 p.m. |
| Planning Board | —Meets the first and third Thursdays of the month, Town Hall, 7:00 p.m. |
| School Committee | —Meets the second and fourth Tuesdays of the month, School Committee Rm., High School, 7:30 p.m. |
| Conservation Commission | —Meets the second and fourth Thursdays of the month, Town Hall, 7:30 p.m. |
| Board of Assessors | —Meets the third Thursday of the month, Town Hall, 1:00 p.m. |
| Board of Health | —Meets the second and fourth Tuesdays of the month, Town Hall, 7:30 p.m. |
| Board of Appeals | —Meets the first and third Tuesdays of the month, Town Hall, 8:00 p.m. |
| Library Trustees | —Meets on the second Wednesday of the month, Library, 7:30 p.m. |
| Burl. Community Life Center | —Meets on the second Thursday of the month, Human Services Center, 8:00 p.m. |
| Recreation Commission | — Meets on the second and fourth Mondays, Visco Bldg., Simonds Park, 7:00 p.m. |
| Housing Authority | —Meets on the first Tuesday of the month, Tower Hills Apts., 6:30 p.m. |
| Town Meeting | —Meets January, May (annual), and September, Fogelberg Auditorium, Burlington High School, 7:30 p.m. |

All other scheduled board/committee meetings are posted at Town Hall.

## TOWN HALL SCHEDULE

Open Daily: All offices, 8:30 a.m.-4:30 p.m., Monday thru Friday

| | | | |
|---|---|---|---|
| Town Clerk: | 9:00 a.m. | — | 12:00 noon 1st and 3rd Saturdays (except holiday weekends and summer) |
| extended hours | 4:30 p.m. | — | 6:30 p.m. 2nd & 4th Thursdays of the month |

Nurse: Walk-in Clinic 2nd and 4th Thursdays from 3:30 p.m.-6:30 p.m. at Human Services Center

# ELECTED OFFICIALS

| | | |
|---|---|---|
| Town Clerk | Jane L. Chew | 1991 |
| Moderator | Thomas F. Murphy | 1991 |
| Selectmen | John H. Leahy, Jr. | 1992 |
| | Charles T. Ferguson | 1993 |
| | Richard C. Wilde | 1992 |
| | Phillip A. Gallagher | 1991 |
| | Virginia E. Mooney | 1991 |
| Treasurer/Tax Collector | Brian P. Curtin | 1992 |
| Planning Board | Francis J. Taft | 1992 |
| | Paul R. Raymond | 1995 |
| | Ernest E. Covino | 1995 |
| | John D. Kelly | 1994 |
| | Peter J. Coppola | 1993 |
| | John Defrancesco | 1992 |
| | Alfred D. Laing | 1991 |
| School Committee | John e. Fogelberg | 1991 |
| | John L. Vanella | 1993 |
| | John D. Mooney | 1993 |
| | Lucy M. Damiani | 1992 |
| | Donald J. Muse | 1992 |
| Assessors | Timothy J. Cosgrove | 1991 |
| | Elmer J. Morrison (Dec 12/90) | 1993 |
| | John W. Dillon | 1992 |
| Board of Health | Robert Hogan | 1991 |
| | Glenn A. Kemper | 1993 |
| | Philip A. Pollicelli | 1992 |
| | Edward J. Weiner | 1992 |
| | Joan M. Ghio | 1991 |
| Burlington Housing | Sameul J. Roberto | 1993 |
| | Joseph J. Arena | 1994 |
| | Sheila E. Howard (Gov. Appt.) | 1994 |
| | Robert Matarazzo | 1992 |
| | M. Harrison Graham | 1991 |
| Recreation Commission | Mark Sherwood | 1992 |
| | Edward Schuler | 1993 |
| | Ralph D'Agostino | 1991 |
| | Peter Coppola (Planning Bd.) | |
| | John Vanella (School Comm.) | |
| Library Trustees | Richard S. Lewis, DMD | 1991 |
| | Julie Michutka | 1993 |
| | Timothy Braceland | 1993 |
| | Deborah Baer (Res. 4/90) | 1992 |

| | | |
|---|---|---|
| | Richard Radtke (Appt. 4/90) | |
| | Amy Warfield | 1992 |
| | Thomas K. Short (Dec. 9/90) | 1991 |
| | Karen M. Arnold (Appt. 11/90) | |
| Shawsheen Tech. H.S. | Alfred J. Verrier | 1993 |
| | John P. Miller | 1991 |
| First Constable | James A. Russo | 1992 |
| Second Constable | Anthony J. Saia | 1992 |

## TOWN MEETING MEMBERS

| | | | |
|---|---|---|---|
| A | Diane S. Nolan | 46 Chandler Rd. | 1991 |
| A | C. Joseph Brown | 32 Chandler Rd. | 1991 |
| A | Francis E. Redfern | 184 Mill St. | 1991 |
| A | Robert P. Marrano | 10 Hart St. | 1992 |
| A | Charles J. White | 31 Chandler Rd. | 1992 |
| A | Suzanne Trousil | 2 Lucuya Cir | 1992 |
| A | Gilbert Napoleon | 18 Freeport Dr | 1993 |
| A | Carol A. Casey | 8 Redcoat Lane | 1993 |
| A | James C. Harrison | 37 Freeport Dr. | 1993 |
| B | Lawrence R. Benassi | 1 Mooney Rd. | 1991 |
| B | Martha Murphy | 14 Hearthstone Dr. | 1991 |
| B | William E. Alcott | 8 Hearthstone Dr. Res. 6/90 | 1991 |
| B | Margaret Merlesena | 2 Burton R. | 1992 |
| B | Eleanor N. O'Connell | 33 Peach Orchard Rd. | 1992 |
| B | Margaret Scott | 18 Knollweed Ct. | 1992 |
| B | Robert D. Peters | 30D Beacon Village | 1993 |
| B | Carol D. Crosby | 18 Sparhawk Dr. | 1993 |
| B | Frederick J. Crosdale Jr. | 6 Oak St. | 1993 |
| C | Guy J. DeFilippo | 6 Wildmere Ave | 1991 |
| C | William V. McNamara | 61 Mountain Rd. | 1991 |
| C | Ann Louise McNamara | 79 Mountain Rd. | 1991 |
| C | David Colantuoni | 18 Ox Bow Ln. | 1992 |
| C | Miriam R. Kelly | 14 Oxbow Lane | 1992 |
| C | Michael W. Grady | 12 Harriet Ave. | 1992 |
| C | Carl M. Christiansen | 26 Wildmere Avenue | 1993 |
| C | Lucy A. Bramanti | 32 Newbridge Ave. | 1993 |
| C | Richard F. Gerrity | 9 Winmere Ave | 1993 |
| D | Mabel A. Nevins | 26 Sunset Dr. | 1991 |
| D | Mildred J. Nash | 39 Sunset Dr. | 1991 |
| D | Thomas F. Murphy, Jr. | 12 Sunset Dr. | 1991 |

| | | | |
|---|---|---|---|
| D | Robert Gouviea | 17 So. Bedford St. | 1992 |
| D | Ruth Danielson | 11 Shady Lane Dr. | 1992 |
| D | Anne Rowe | 94 Muller Rd. | 1992 |
| | | | |
| D | Elliot J. Chikofsky | 75 Lexington St. | 1993 |
| D | Louis P. Rubino | 4 Fred St. | 1993 |
| D | Stella M. Peters | 24 Eugene Rd. | 1993 |
| | | | |
| E | Albert L. Fay Jr. | 11 Raymond Rd. | 1991 |
| E | Scott E. Carpenter | 12 Hilltop Drive | 1991 |
| E | Gene J. Rossi | 174 Winn St. Appt. 5/90 | 1991 |
| E | Glen Kemper | 7 St. Marks Rd. Res. 4/90 | 1991 |
| | | | |
| E | James M. Hurley | 6 Elm St. | 1992 |
| E | David J. Ghio | 10 Dearborn Rd. | 1992 |
| E | Frances Heartquist | 10 Briarwood Ln. | 1992 |
| | | | |
| E | Brian McSweeney | 15 Briarwood Lane | 1993 |
| E | Elaine I. Zuccaro | 2 Theodore Cir. | 1993 |
| E | Stephen G. Marchese | 4 Sears St. | 1993 |
| | | | |
| F | Janet M. Towers | 28 Humboldt Ave. | 1991 |
| F | Gary L. Brown | 123 Bedford St. | 1991 |
| F | Edward A. Malone | 19 Mohawk Rd. | 1991 |
| | | | |
| F | James Shea | 2 Hallmark Grdn-Bldg. 13 | 1992 |
| F | Martha M. Shea | 2 Hallmark Grdn-Bldg. 13 | 1992 |
| F | Roderick Arsenault | 30 Greenwood Rd. | 1992 |
| | | | |
| F | Daniel J. Coughlin | 19 Greenwood Rd. | 1993 |
| F | Susan Stamm | 56 Washington Ave. | 1993 |
| F | James G. Dolan | 5 Algonquin Dr. | 1993 |
| | | | |
| G | Virginia M. Igo | 1 Arthur Woods Ave. | 1991 |
| G | Michael J. Wislotski | 32 Carey Ave. | 1991 |
| G | Douglas J. Hyde | 17 Meadowvale Rd. | 1991 |
| | | | |
| G | James J. Dion | 19 Crystal Circle | 1992 |
| G | James J. Dion, Jr. | 19 Crystal Circle | 1992 |
| G | Maureen Murray | 4 Maureen Drive | 1992 |
| | | | |
| G | Auralie P. Slowey | 13 Paulson Dr. | 1993 |
| G | Phyllis LaMarca | 20 Paulson Dr. | 1993 |
| G | Jane Gagnon | 9 Paul St. | 1993 |
| | | | |
| H | Joan B. Hastings | 14 College Rd. | 1991 |
| H | Roberta E. Mills | 19 Corcoran Rd. | 1991 |
| H | Edward I. Hastings | 14 College Rd. | 1991 |
| | | | |
| H | Betty M. Bullock | 11 Crowley Rd. | 1992 |
| H | George R. Cooper | 69 Francis Wyman Rd. | 1992 |
| H | John Worsham | 28 College Rd. | 1992 |
| | | | |
| H | Ellen Marie Ferguson | 76 Francis Wyman Rd. | 1993 |
| H | Karen Cooper | 69 Francis Wyman Rd. | 1993 |
| H | Steven J. Webb | 9 Gloria Circle | 1993 |

| | | | |
|---|---|---|---|
| J | Patricia J. Angelo | 2 Austin St. | 1991 |
| J | Hope M. Paulsen | 8 St. Mary Rd. | 1991 |
| J | George W. Creamer, Jr. | 42 Francis Wyman Rd. | 1991 |
| J | Robert Paulsen | 8 St. Mary Rd. | 1992 |
| J | Richard P. Burkhart | 10 Joanne Rd. | 1992 |
| J | Patricia A. Tobin | 18 Arnold Terrace | 1992 |
| J | Kenneth R. Forte | 18 Wing Terrace | 1993 |
| J | Neil Sheehan | 64 Macon Rd. | 1993 |
| J | Jane M. Richard | 407 Cambridge St. | 1993 |
| K | Paula Davis | 17 Leroy Dr. | 1991 |
| K | Patricia A. Stanford | 2 Laurie Lane | 1991 |
| K | Mark Schultz | 1 Edsel Dr. | 1991 |
| K | Mary Louise Rutherford | 362 Cambridge St. | 1992 |
| K | Patrick Rutherford | 362 Cambridge St. | 1992 |
| K | Karen A. Richardson | 18 Cutting Lane | 1992 |
| K | Charles Rose | 7 Wilhelmina Ave | 1993 |
| K | Victoria D. Leary | 10 Dennis Dr. | 1993 |
| K | Kenneth J. Rush Jr. | 17 Ivy Lane | 1993 |
| L | Brian J. McSweeney III | 1 Doris St. | 1991 |
| L | Kevin McSweeney | 1 Doris St. | 1991 |
| L | Marie Soda | 17 Marjorie Rd. | 1991 |
| L | Donald A. McGillivray | 2 Guild Rd. | 1992 |
| L | Paula McGillivray | 2 Guild St. | 1992 |
| L | Robert T. Goodwin | 22 Lisa St. | 1992 |
| L | William F. Callahan | 6 Carter Rd. | 1993 |
| L | Marlene F. Rittenberg | 14 Irene St. | 1993 |
| L | Harold Leeman | 5 Cook Rd. | 1993 |
| M | Channing L. Entwistle | 62 Beaverbrook Rd. | 1991 |
| M | Gary Gianino | 3 Upland Rd. | 1991 |
| M | Marie R. Saia | 27 Alcine Lane | 1991 |
| M | Barbara A. Brennan | 4 Rocky Hill Rd. | 1992 |
| M | Glenn Saidah | 22 Woodhill Rd. | 1992 |
| M | Robert Carroll | 226 Fox Hill Rd. | 1992 |
| M | Robert J. Macdonald | 238 Fox Hill Rd. | 1993 |
| M | John E. Hickey | 10 Sarah St. | 1993 |
| M | Kerri Anne Mooney | 4 Richard Rd. | 1993 |

# APPOINTED OFFICIALS

| | | |
|---|---|---|
| Board of Appeals (5 yrs) | Jayne Hyde | 1991 |
| | Arthur Ferriera | 1995 |
| | Mario Culot | 1994 |
| | John T. Sullivan (Res. 10/90) | 1993 |
| | Franklin E. Pierce (Appt. 11/90) | 1991 |
| | Carl Gianelli | 1992 |
| | Vacant, 1st Alt. | 1991 |
| | Denzil D. McKenzie, 2nd Alt. | 1991 |
| Board of Registrars (3 yrs) | Patricia A. Larson | 1993 |
| | Stephen Zimmermann | 1992 |
| | Ann Holmquest | 1991 |
| | Jane L. Chew | 1991 |
| Capital Budget Committee (3 yrs) | Gary Brown | 1993 |
| | Gil Napoleon | 1993 |
| | Marlene Rittenberg | 1992 |
| | Ken Rush | 1992 |
| | Patrick Rutherford | 1991 |
| | Joyce M. Chapdelaine | 1991 |
| | Glen Saidah | 1991 |
| Ways & Means Committee (3 yrs) | Robert P. Marrano | 1991 |
| | Lawrence M. Rittenberg | 1993 |
| | Gary Gianino | 1993 |
| | Frances Heartquist | 1993 |
| | Frank Baxter | 1993 |
| | Jeffrey B. Torto (Res.9/90) | 1993 |
| | George R. Cooper | 1992 |
| | John T. Lyons | 1992 |
| | Charles L. Rose (Res.90) | 1992 |
| | Michael T. Sokolski (Appt. 9/90) | |
| | John T. Cunningham | 1992 |
| | Harold D. Hammond | 1992 |
| | Joan Hastings | 1991 |
| | Roberta Mills | 1991 |
| | David J. Ghio | 1991 |
| | Charles T. Ferguson (Res. 4/90) | 1991 |
| | Sandra W. Madigan (Appt. 4/90) | |
| Conservation Commission (3 yrs) | Constance McElwain | 1992 |
| | Catherine O. LeBlanc | 1993 |
| | Valorie Tobias | 1993 |
| | Paul Groulx (Res 8/90) | 1992 |
| | John Crosby (Appt. 12/90) | |
| | Stanley Murphy | 1992 |
| | Karen Moyer | 1991 |
| | Michael Cheifetz | 1991 |
| Council on Aging (3 yrs) | John E. Fogelberg | 1991 |
| | Winifred Enos | 1993 |
| | William McNamara | 1993 |
| | Mary McBay | 1992 |
| | Margaret Brunt | 1992 |
| | Jane A. Leboda | 1991 |

| | | |
|---|---|---|
| | Helen Humphrey | 1991 |
| | Mary Smith, Alt. | 1991 |
| | Rosemary Farrell, Alt. | 1991 |
| | Jane Skelton, Alt. | 1991 |
| Historical Commission (3 yrs) | Pauline Keans | 1993 |
| | Christine Keans | 1993 |
| | Norman B. Biggart | 1992 |
| | Jane M. Richard | 1992 |
| | Vacancy | 1991 |
| BCLC Board of Directors (2 yrs) | Betty Murphy | 1992 |
| | Terry Bishop | 1992 |
| | Michael Howard | 1992 |
| | Mary Cochran | 1992 |
| | Barbara Ryan | 1992 |
| | Robert Conceison | 1991 |
| | Ellen Cox | 1991 |
| | Joanne Fitzpatrick | 1991 |
| | Rev. John Crispo | 1991 |
| | Russell Peterson | 1991 |
| Bylaw Review Committee | Charles L. Rose | 1991 |
| | Thomas F. Murphy, Jr. | 1991 |
| | Paula Davis | 1991 |
| | Marie R. Saia | 1991 |
| | Steven J. Webb | 1991 |

## APPOINTED OFFICIALS

| | |
|---|---|
| TOWN ADMINISTRATOR | David W. Owen |
| TOWN ACCOUNTANT | Patrick J. Mullin |
| APPRAISER/ASST. ASSESSOR | Russell H. Washburn |
| FIRE CHIEF | Paul L. Thibault, Jr. |
| POLICE CHIEF | William R. Soda |
| SUPT. PUBLIC WORKS | Syamal N. Chaudhuri |
| BUILDING INSPECTOR | Frank R. Moran |
| TOWN ENGINEER | Pete G. Peters |
| ADMIN. ASSIST. BD. OF SELECTMEN | Phyllis M. Rogers |
| ENVIRONMENTAL ENGINEER | Richard L. Lombard |
| PLANNING DIRECTOR | Terry Szold |
| CONSERVATION ADMINISTRATOR | Brian J. Monahan |
| DIRECTOR OF VETERANS SERVICES | Ronald C. MacKenzie |
| ASSISTANT TOWN CLERK | Eleanor M. Gelinas |
| CIVIL DEFENSE DIRECTOR | Stephen Duke |
| BURLINGTON COMM. LIFE CTR. DIR. | Wesley Simons |
| RECREATION DIRECTOR | Donald Roberts |
| HEALTH AGENT/SANITARIAN | Brian Lockard |
| COUNCIL ON AGING COORDINATOR | Jeanne Garrett |
| BHA EXECUTIVE DIRECTOR | Lillian Buckley |
| SEALER OF WEIGHTS & MEASURES | Alfred D. Laing |
| DOG OFFICER | Denise Bubar |
| ANIMAL INSPECTOR | Thomas K. Short (Deceased 9/90) |
| METRO. AREA PLANNING COUNCIL | Frank E. Baxter |
| TOWN COUNSEL | Kopelman and Paige, P.C. |
| LABOR COUNSEL | Philip Collins |
| INSURANCCE BROKER | Edmund Flanagan & Company |

# TOWN CLERK

The Town Clerk's Department is responsible for a wide variety of municipal and intergovernmental services. For the past year, office personnel have maintained records of daily transactions conducted in the office via in-coming calls, mail, over the counter business.

Municipal services were divided into six categories as follows:

**1) Census/Voter**

Conduct annual town census; register voters; issue voter identification cards; record campaign finance statements, nomination papers, referendum petitions; data entry; voter information

**2) Vital Records**

Record births, marriages, deaths; issue marriage licenses, burial permits, certified copies of vital records

**3) Recordings**

Record minutes; agendas, meetings; applications for site plans, special permits, subdivisions, approvals not required, variances; financing statements (UCC's); federal/state tax liens; pole & conduits; cemetery plots; post and publish civil service job announcements; etc.

**4) Licenses**

Issue licenses for dogs, hunting, fishing; duck stamps; raffles & bazaars; gas storage renewals; business certificates; physician registrations

**5) General**

Notary Public services; oaths of office; distribute conflict of interest and open meeting laws; information to vendors, media, town departments, and the general public

**6) Requests for Public Records**

Zoning & general bylaws; voting lists; street lists of residents; census databases; UCC searches; minutes; reports; business listings; dog listings; certification of records; elected/appointed officials listings; etc.

The data collected indicates that the number of transactions varied from a low of 50 per day to a high of 466 per day. Over the year, the average number of daily transactions involving Municipal Services was 129 accounting for 55% of staff time.

The other area of responsibility which accounts for 45% of staff time is Intergovernmental Services which can be categorized as follows:

**1) Elections**

Enlist, train, assign pollworkers; review campaign finance statements; prepare and print ballots for elections; prepare and distribute election material for the polls; resolve election/voter problems; re-apportion town meeting members; redistrict voting precincts and town meeting districts; notify voters of changes in poll locations; maintain poll accessibility; service voting machines; record and report election results; update voter files after primary elections; certify nomination papers and petitions

**2) Town Meetings**

Record town meeting action, attendance, roll calls; submit bylaw changes to Attorney General; publicize changes to bylaws; codify and publish bylaws; certify funds appropriated by town meeting

**3) Administration**

Implement state and local rules and regulations; review and evaluate office procedures; measure the efficiency of methods used to deliver services; prepare department's annual report; submit monthly reports on vital statistics and fishing/hunting licenses; notify dog owners, business certificate and gas permit holders of time for renewal or need to obtain licenses; compile lists of perspective jurors, school age children, veterans, senior citizens; issue press releases on issues of public interest; public relations; attend professional and educational conferences and seminars; keep informed of changes in the law

**4) Personnel**

Maintain attendance records; submit salary rate adjustments; evaluate staff performance; establish department goals; assign and supervise tasks; keep staff informed of changes in the law; solicit and implement suggestions of staff to better serve the public

**5) Budgets**

Determine the financial needs of the department; prepare and implement annual budge; solicit, review and award bids for purchases; submit vouchers for payroll and vendors; review monthly expense statements; record monthly revenues; evaluate and recommend fee increases to town meeting

**6) Records Management**

Formulate, implement and maintain a system for managing public records. Assure access to and protection of records; review and dispose of obsolete records; maintain a disaster preparedness plan

The Town Clerk's Department consists of 2 full-time and 2 part-time personnel (includes the Board of Registrars) resulting in staff time of approximately 21 hours/day. On the average, 12 of those hours are spent on Municipal Services and 9 hours on Intergovernmental Services as follows:

**Municipal Services (55%)**

| | (*) | |
|---|---|---|
| Census/Voter | (65) | 17% |
| Vital Records | (15) | 13% |
| Recordings | (9) | 8% |
| Licenses | (14) | 7% |
| General | (20) | 6% |
| Public Records | (6) | 4% |

**Intergovernmental Services (45%)**

| | |
|---|---|
| Elections | 15% |
| Town Meetings | 11% |
| Administration | 6% |
| Personnel | 5% |
| Budgets | 5% |
| Records Management | 3% |

(*) Average number of daily transactions via phone, mail, counter.

**FEES COLLECTED**

| Category | Amount |
|---|---|
| Dog Licenses/Fines | $7 ,788 |
| *Fish/Game | 245 |
| Business Certificates | 5,455 |
| Marriage Licenses | 3,315 |
| Certified Copies: Births | 1,971 |
| Marriages | 1,031 |
| Deaths | 14,681 |
| Uniform Commercial Code Filings | 9,076 |
| Public Records (lists/databases) | 2,553 |
| By-Laws/Maps | 2,313 |
| Professional Registrations | 40 |
| Voter Identification Cards | 524 |
| Raffle/Bazaar Permits | 100 |
| Pole/Conduit Recording | 400 |
| Gas Permits | 1,305 |
| Miscellaneous | 114 |
| Total | $49,951 |

*$6,188 collected for State

Number of Dogs Licensed: 1,248

# VITAL STATISTICS

## BIRTHS

| | | Total | Jan. | Feb. | Mar. | Apr. | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec.* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Total | | 262 | 24 | 18 | 36 | 24 | 22 | 35 | 26 | 18 | 23 | 16 | 15 | 5 |
| | Male | 134 | 13 | 10 | 16 | 13 | 15 | 14 | 11 | 10 | 12 | 9 | 9 | 2 |
| | Female | 128 | 11 | 8 | 20 | 11 | 7 | 21 | 15 | 8 | 11 | 7 | 6 | 3 |

## MARRIAGES

| | | Total | Jan. | Feb. | Mar. | Apr. | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec.* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Total | | 239 | 2 | 13 | 13 | 22 | 17 | 35 | 17 | 22 | 39 | 31 | 23 | 5 |
| | 1st | 402 | 4 | 18 | 21 | 37 | 30 | 57 | 29 | 37 | 72 | 50 | 38 | 9 |
| | 2nd | 66 | - | 7 | 5 | 6 | 4 | 12 | 5 | 5 | 5 | 9 | 7 | 1 |
| | 3rd | 10 | - | 1 | - | 1 | - | 1 | - | 2 | 1 | 3 | 1 | - |

## DEATHS

| | | Total | Jan. | Feb. | Mar. | Apr. | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec.* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Total | | 461 | 32 | 31 | 36 | 44 | 39 | 42 | 45 | 32 | 42 | 32 | 36 | 50 |
| | Male | 268 | 14 | 15 | 20 | 28 | 22 | 21 | 30 | 23 | 28 | 17 | 19 | 31 |
| | Female | 193 | 18 | 16 | 16 | 16 | 17 | 21 | 15 | 9 | 14 | 15 | 17 | 19 |
| | Res. | 116 | 10 | 6 | 10 | 14 | 10 | 11 | 11 | 12 | 12 | 10 | 2 | 8 |
| | <5 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| | 5-15 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 16-25 | 8 | 1 | 0 | 0 | 1 | 0 | 0 | 1 | 2 | 1 | 0 | 1 | 1 |
| | 26-45 | 31 | 0 | 0 | 4 | 3 | 2 | 4 | 4 | 1 | 6 | 1 | 4 | 2 |
| | 46-60 | 66 | 3 | 7 | 5 | 7 | 5 | 1 | 8 | 3 | 5 | 7 | 6 | 9 |
| | 61-75 | 206 | 13 | 16 | 16 | 15 | 16 | 16 | 26 | 17 | 13 | 17 | 17 | 24 |
| | 76-90 | 138 | 14 | 7 | 8 | 18 | 16 | 20 | 5 | 8 | 17 | 6 | 7 | 12 |
| | >90 | 10 | 1 | 1 | 3 | 0 | 0 | 0 | 1 | 1 | 0 | 1 | 0 | 2 |

*Received through 1/4/91

**10 YEAR PROFILE (Adjustsed)**

| | 1981 | 1982 | 1983 | 1984 | 1985 | 1986 | 1987 | 1988 | 1989 | 1990 |
|---|---|---|---|---|---|---|---|---|---|---|
| Births | 256 | 263 | 219 | 245 | 259 | 232 | 220 | 242 | 260 | 262 |
| Marriages | 231 | 256 | 261 | 260 | 253 | 277 | 240 | 246 | 234 | 239 |
| Deaths | 335 | 378 | 377 | 386 | 403 | 475 | 432 | 416 | 404 | 461 |

# VOTING STATISTICS 1982-1990

**VOTES CAST**

| | Prec.1 | Prec.2 | Prec.3 | Prec.4 | Prec.5 | Prec.6 | Total |
|---|---|---|---|---|---|---|---|
| **TOWN ELECTION** | | | | | | | |
| 1982 | 1506 | 1116 | 1274 | 1310 | | | 5206 |
| 1983 | 1443 | 1140 | 1239 | 1149 | | | 4971 |
| 1984 | 1327 | 959 | 1108 | 1062 | | | 4456 |
| 1985 | 553 | 997 | 1262 | 1126 | | | 4938 |
| 1986 | 1100 | 770 | 942 | 781 | | | 3593 |
| 1987 | 1318 | 791 | 974 | 968 | | | 4051 |
| 1988 | 380 | 362 | 497 | 387 | 392 | 441 | 2459 |
| 1989 | 658 | 425 | 587 | 540 | 510 | 577 | 3297 |
| 1990 | 998 | 833 | 1058 | 807 | 942 | 1048 | 3586 |
| **REFERENDUM 1985** | 1492 | 1224 | 1361 | 1277 | | | 5354 |
| **PRESIDENTIAL PRIMARY** | | | | | | | |
| March 1984 | 797 | 565 | 656 | 716 | | | 2734 |
| March 1988 | 668 | 669 | 775 | 612 | 669 | 759 | 4152 |
| **STATE PRIMARY** | | | | | | | |
| September 1982 | 1812 | 1315 | 1493 | 1477 | | | 6097 |
| September 1984 | 1314 | 980 | 1056 | 1064 | | | 4414 |
| September 1986 | 1395 | 978 | 1204 | 1287 | | | 4864 |
| September 1988 | 106 | 141 | 145 | 128 | 150 | 125 | 795 |
| September 1990 | 1186 | 1177 | 1226 | 1028 | 1081 | 1159 | 6857 |
| **STATE/PRES. ELECTION** | | | | | | | |
| November 1982 | 2567 | 2057 | 2105 | 2200 | | | 8929 |
| November 1984 | 3407 | 2664 | 2657 | 2804 | | | 11532 |
| November 1986 | 2298 | 1770 | 1884 | 2069 | | | 8021 |
| November 1988 | 2051 | 1981 | 2157 | 1841 | 1814 | 2025 | 11869 |
| November 1990 | 1921 | 1958 | 2021 | 1677 | 1727 | 1908 | 11222 |

**POPULATION/REGISTERED VOTERS**

| Year | Population (Jan.) | Registered Voters (March) |
|---|---|---|
| 1982 | 23,622 | 13,093 |
| 1983 | 23,457 | 12,734 |
| 1984 | 23,003 | 12,005 |
| 1985 | 22,981 | 13,650 |
| 1986 | 23,032 | 13,016 |
| 1987 | 22,278 | 11,758 |
| 1988 | 22,148 | 12,440 |
| 1989 | 22,560 | 12,813 |
| 1990 | 22,662 | 12,368 |

Respectfully submitted,

Jane L. Chew, CMC
Town Clerk

# BOARD OF SELECTMEN



**Board of Selectmen — Charles "Ted " Ferguson, Phillip A. Gallagher, Virginia E. Mooney, John H. Leahy, Jr., Richard C. Wilde.**

**PURPOSE:**

The Board of Selectmen is the Town's Chief Executive Officers and serve as:

Police Commissioners
Fire Commissioners
Public Works Commissioners
Licensing Authority

**ACTIVITIES:**

The Board of Selectmen, with the assistance of the Town Administrator, performs the following types of activities to fulfill its responsibilities to the community:

— Implements and administers the decisions of Town Meeting.

— Establishes policies and procedures for the operation of Town departments.

— Represents the Town's interest in many forums, including: business dealings, legal affairs, and intergovernmental cooperation with other municipal, county, state and federal agencies.

— Conducts hearings and makes decisions on a wide range of matters under its jurisdiction.

— Reviews and approves operating and capital budgets for those departments under their control and authorizes borrowings as necessary.

**MEETINGS:**

— 2nd and 4th Monday

— Special Meetings — whenever necessary.

## 1990 HIGHLIGHTS

### OVERVIEW

1990 was a challenging and difficult year for your Board of Selectmen. The local economy began to feel the effects of the larger regional economic recession. The Selectmen, along with their Department Heads and other Town officials, had to set the stage for scaling back Town operations and carefully weighing the Town's priorities and needs. Despite the tough economic times, the Town made progress in a number of areas and even undertook some new initiatives.

### NEW SELECTMAN ELECTED

The April Town Election brought the Board a new member, Charles (Ted) Ferguson. Selectman Ferguson is no stranger to Town affairs, having served in the Burlington Police Department for 30 years. The last two of which he served as Acting Police Chief.Selectman Ferguson fills the vacancy left by former Selectman Ann Marie Baden, who left the Board after a single 3-year term.

### SEMINATORE PROPERTY ACQUIRED

Pursuant to previous Town Meeting and Selectmen approvals, the acquisition of the Seminatore property (also known as the Poor Farm) was actually consummated during the early months of the year. The successful negotiation of a Purchase and Sales Agreement and the bonding of the $1.7 million purchase price led to the transfer of the parcel to the Town on March 28, 1990.

However, the Selectmen's proposed cemetery use for the bulk of the parcel was rejected at the May 1990 Town Meeting. Due to this lack of consensus about what to do with this land, the Board of Selectmen approved the establishment of a Bedford Street Parcel Study Committee to study possible uses for the parcel. This Committee, comprised of members of various Town Boards and Committees, began their assignment in the Fall and has been meeting regularly with other Town officials and residents to assist their deliberations. It is anticipated that this Committee will report its findings and recommendations to the Board of Selectmen in the coming Spring with subsequent presentation to and hopefully adoption by Town Meeting.

### HUMAN SERVICES CENTER OCCUPIED

Throughout the year the painstaking process continued of trying to restore the Center School to its intended use and recovering from last year's devastating fire. The front wing of the building, which received mostly water and smoke damage during the fire, was first to be completely restored, and was occupied by the Town's various human services agencies in July 1990. The recreation wing of the building (former gymnasium), which was virtually totally destroyed, did not begin to experience reconstruction until late Fall 1990. It is expected that restoration of the recreation wing of the facility will be completed next Fall, at which time the Recreation Department will take occupancy.

Insurance settlements to finance this reconstruction have been accepted and received, although not without months of wrangling and negotiation, including threats of litigation. The total insurance settlement obtained by the Town is $2,207,000, which slightly exceeds the Town's original appropriation for renovating and converting the building for Town offices.

### ICE PALLACE ACQUISITION

During the year, the Town took most of the preliminary steps toward purchasing and improving the ice skating and hockey rink known as the Ice Pallace. While the warrant article to acquire and bond the purchase price and improvements for the Ice Pallace failed to obtain the necessary two-thirds majority at the May Town Meeting, it passed at a subsequent Special Town Meeting in June. Also approved by Town Meeting was an article establishing an "enterprise fund" for the operation of the Ice Pallace, which is intended to make that facility self-supporting and to somewhat insulate Town finances from it.

Pursuant to these authorizations, the Board of Selectmen undertook to negotiate a favorable Purchase and Sales Agreement for acquiring the property which addressed a number of the Town's concerns about the building. Specifically, the owners were required to undertake various improvements to the facility to address building code and zoning issues, as well as studies to document whether any hazardous materials contamination of the site exists. While the Purchase and Sales Agreement called for all of these conditions to be met by November 15th, an extension of time for their performance has put off acquisition until next year. It appears that all of the Town's conditions will be met soon and that the Town will own the Ice Pallace in the near future.

### PLANNING FOR POLICE STATION RELOCATION

The Town Facilities Master Plan, which addresses the building space needs of the Police Department, Library, and Town Hall departments, was completed in the early part of the year. It identifies the Police Department as having the highest priority needs for physical improvements due to its currently undersized and inadequate facility. Toward addressing that situation, funds were solicited and obtained from the May Town Meeting to develop bidding specifications for relocating and expanding the Police Department at the Union School facility.

The design of the planned new Police Department facility has progressed well. The proposed new Police Station would retain the historic Union School building as Police Department offices, and an addition on the rear of the existing building would house the operations center, jail cells, sally port, pistol range, and other uses incompatible with the existing wooden frame structure. It is anticipated that a funding request for the actual construction of this facility will be forthcoming at the upcoming Town Meeting.

### CONTAMINATION ISSUES

While last year's PRP settlement with 11 private firms in Northwest Park might seem to have resolved Burlington's groundwater contamination problems, this year was spent trying to implement the terms and conditions of that settlement agreement. This involved drilling test wells near the Vinebrook, which in turn required the approval of the Conservation Commission and the construction of boardwalks through the wetlands to the well sites. In addition to these local regulatory hurdles, the Town must also satisfy stringent state regulatory controls relative to development and treatment of water supplies. It will be some time before the PRP settlement agreement bears fruit for the Town.

As reported last year, the Town had also undertaken a study to see if contamination sources south of Route 128 posed any threat to Burlington's water supply. The results of the Phase I Southside Contamination Study, performed by consulting engineers at Metcalf & Eddy, proved inconclusive. As a consequence, the Town has undertaken a more in-depth Phase II study to determine if any contamination from the southside sites is entering Burlington's water supply. The results of this Phase II study should be known by next Spring.

Also, in conjunction with one of the southside contamination sites, the Board of Selectmen and the Board of Health jointly petitioned the Mass. Department of Environmental Protection for a Public Involvement Program (P.I.P.) relative to the former High Voltage Engineering site. This request was made as a result of public concerns about the extent of contamination on the site and the slowness of remediation activities on the site. The first hearing under the Public Involvement Program is scheduled for early 1991.

### AFFORDABLE HOUSING FEASIBILITY STUDY

Through the Housing Partnership Committee, the Town undertook an Affordable Housing Feasibility Study paid for by a grant from the Executive Office of Communities and Development. This study examined the feasibility of developing affordable housing on three publicly owned tracts of land in Burlington.

As a result of this study and its recommendations, the Board of Selectmen and its Housing Partnership Committee have entered into discussions with the Burlington Housing Authority to determine if there is sufficient interest and cooperation to move forward together toward the goal of more affordable housing in the community. At this time those discussions have not yielded any concrete commitments, but we remain hopeful that the Feasibility Study will not be shelved.

### FINANCIAL STABILITY

While Burlington has managed to avoid much of the financial calamity befalling other communities due to the constraints of Proposition 2 1/2, declining State aid, and economic recession, this was the year that Burlington began to feel the pinch. The Board of Selectmen stepped into the breach by ordering Department Heads not to automatically fill vacancies and by calling for a very stringent budgeting guideline for next fiscal year. In addition, the Selectmen helped to protect the residential property owner by keeping the residential tax rate the same. At $8.80 per $1,000 valuation, the Town of Burlington continues to provide one of the lowest residential tax rates in the Commonwealth of Massachusetts.

### WILMINGTON ROAD/ CAMBRIDGE STREET RIGHT TURN LANE

The Board of Selectmen takes particular pleasure that the long-waited right turn lane at the northbound intersection of Cambridge Street with Wilmington Road has finally come to pass. This project is the result of many years of intense campaigning and lobbying by the Selectmen and other Town officials. Construction on the project began in the late Fall, and its completion is anticipated in the Spring.

As Chairman of the Board of Selectmen for most of this past year, I wish to express my appreciation to my colleagues on the Board, our fine Department Heads and staff, and our residents, without whose input and support it would have been even more difficult to deal with the many issues and trying times which confronted the Board of Selectmen during the past year.

Respectfully submitted,

John H. Leahy, Jr.
Chairman

# TOWN ADMINISTRATOR

**PURPOSE:**

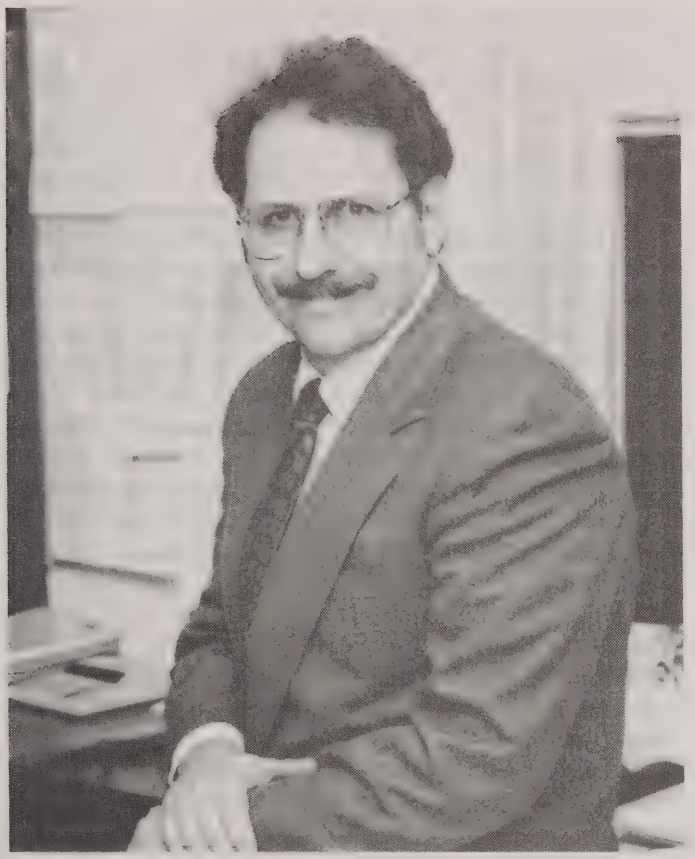
The Town Administrator is appointed by the Board of Selectmen to serve as the Chief Administrative Officer (CAO) of the Town. His duties include acting in the following capacities:

- Appointing Authority
- Personnel Manager
- Bargaining Agent
- Chief Procurement Officer
- Budget Officer

### 1990 HIGHLIGHTS

### OVERVIEW

1990 was a very busy and active year for your Town Administrator, who is completing his second year of service in



**David W. Owen, Town Administrator**

Burlington. In addition to assisting the Board of Selectmen with a multitude of issues and achievements as referenced in the Selectmen's report, the Town Administrator has continued to pursue a number of administrative changes and improvements in Town operations and practices.

The year presented a particular challenge to the Town Administrator. As time went by, evidence mounted of the economic downturn in the state and local economics and of corresponding reductions in Town revenues. As it became apparent that reductions in Town personnel would become necessary, a number of steps were taken in preparation for such eventualities. These include not filling vacancies as they occurred, coordinating the the issuance of a unified stringent budget guideline between the Board of Selectmen and Ways and Means Committee, and advancing a proposed early retirement incentive program to ease the pain of impending reductions in force.

This is the first time that your Town Administrator has had to help guide an organization through budget reductions and downsizing. All of his previous experience has been with organizations that were either growing or holding their own. To your Town Administrator, the timing of events represents a new challenge and opportunity for new professional growth and experience. We should keep in perspective that even with modest downsizing of the Town workforce, the Town of Burlington remains in much stronger financial condition than many Massachusetts municipalities, many of which have already had to effectuate massive cuts and closures of Town programs and facilities.

## NEW PERSONNEL RULES AND REGULATIONS

The May Town Meeting endorsed the recommendations of the Personnel Advisory Committee and its consultants, the MMA Consulting Group, when it voted to delete the Town's old Personnel By-laws in their entirety and to replace them with a new, brief Personnel By-Law. The new Personnel By-Law provides the Town Administrator with the ability to promulgate personnel rules and regulations as deemed necessary, and vests the Board of Selectmen with the authority to approve such rules and regulations.

Pursuant to the new Personnel By-Law, the Board of Selectmen adopted new Personnel Rules and Regulations July 23, 1990. I wish to personally thank the following individuals who served on the Personnel Advisory Committee; Selectman John H. Leahy; Karen Moyer of the Conservation Commission; Charles Rose of the Ways & Means Committee; and Al Porter from the Burlington Business Round Table.

The next phase of improving Burlington's personnel system involves developing and implementing a performance evaluation system for Town employees. A task force of Town department heads has been recruited to assist in developing this program, and is presently finalizing the evaluation instrument to be used in the program. A training program for department heads and supervisors is being planned for next Spring prior to program implementation.

## NEW TELEPHONE SYSTEM

A new town-wide Centrex telephone system was installed in all Town departments in July. It brings together for the first time all Town departments in a unified telecommunications system with significant benefits for the Town. Among those benefits are cost savings, increased convenience to the public, greater ability to monitor telephone usage and prevent abuse, and built-in back-up power in case of emergencies. The transition to the new system occurred with a minimum of difficulties.

Another telecommunications issue under study for most of the year was the possibility of establishing 911 emergency service for the Police and Fire Departments. With the assistance of the Police Chief and Fire Chief, the Town Administrator investigated the costs and other issues associated with obtaining 911 service for the Town. It was determined that such service could be implemented at modest costs and minimal technical and operational complications. A proposal to establish 911 service in the Town was submitted to the Selectmen, who approved it and sent it to Town Meeting. Implementation of 911 emergency

service is anticipated by mid-year 1991.

## NEW PROCUREMENT LAW

The enactment of the Uniform Procurement Act by the state changed the bidding requirements that all cities and towns must meet. It also vested greater authority in the Town Administrator to oversee and enforce the procurement activities of Town departments to ensure that they comply with the law. Implementation of this new law required the issuance of a series of new procurement policies to Town Departments and arranging training for those delegated purchasing officers of the various Town departments. The most significant impact of the new law on Burlington is that it requires that all the Town's insurances (except health and life insurance) must be procured through a formal bidding process. This requirement necessitated quick and decisive action by the Town Accountant and Town Administrator to change the Town's insurance procurement practices so as to conform with the law.

## RECYCLING

The Board of Selectmen disbanded the Recycling Study Committee in the Spring after its failure to achieve an agreement with Vining Disposal Co. for the placement of a recycling facility in Burlington. The Board of Selectmen then charged the Town Administrator and Superintendent of Public Works with developing recycling programs for the community.

Due to the initiative of the DPW Superintendent, a monthly recycling collection program was quickly instituted. It has been warmly embraced by the community, demonstrating that there is strong interest in recycling by Burlington's residents. It has also saved the Town thousands of dollars in tipping fees by avoiding the current $63/ton charge for wastes sent to the NESWC incinerator. The intent is to continue the monthly recycling collection days until other, expanded recycling programs can be implemented by the Town. Other recycling programs being developed include:

• A high quality office paper recycling program has already been implemented by all Town departments, including the schools. Under this program, Town departments save high quality office papers and computer printouts for recycling instead of throwing them in the trash. The Town receives $105/ton for these papers, as opposed to paying $63/ton for their disposal.

• Plans for a leaf composting facility on a Town-owned parcel of land are being developed. A state-ordered ban on accepting leaves at incinerators and landfills goes into effect in January 1992. Accordingly, the Town must decide how to dispose of leaves this year. It is anticipated that one or more warrant articles will be presented to next Spring's Town Meeting for this purpose.

• Bidding specifications for weekly curbside collection of recyclables in Burlington have been developed. It is hoped that a proposal to establish such a program will be ready for Town Meeting next Spring. Of course, much depends on the Town's ability to finance such a program in these difficult times.

## AMBULANCE BILLING POLICIES

The Town's ambulance billing fees and policies received much attention through the year. The Town Administrator proposed higher fees and aggressive billing policies in an effort to increase the Town's collection rate and revenues. These proposed policies won initial approval by the Board of Selectmen and Town Meeting. However, the Board of Selectmen subsequently modified these billing procedures to exempt Burlington residents who do not have health insurance from these charges. As a consequence, the collections rate and revenues derived from ambulance services have not improved as significantly as had been hoped.

## DATA PROCESSING STRATEGY

The Town Administrator worked with department heads to help define a data processing strategy for Town departments. As in some other areas, the Town had permitted each department to go their own way over the years in the data processing area, resulting in a variety of incompatible hardware and software systems.

To begin to address this situation, an inventory of all computer equipment (both hardware and software) of Town departments was undertaken. As a result of this inventory, a strategy was developed to begin to move toward a more coordinated data processing approach. The strategy included:

• Identifying preferred word processing, data base, and spreadsheet programs for all Town departments and acquiring them for interested departments.

• Providing training for employees of these departments where these programs will be implemented.

Thanks to an appropriation by Town Meeting, significant progress has been made toward implementing this strategy.

The Selectmen/Town Administrator Office has taken great strides in computer utilization during the past year. When your Town Administrator assumed his post, there was not a single operating computer in the office. There are now two personal computers, which are being frequently and increasingly used, for word processing and ambulance billing. Plans are also underway to computerize the Town's personnel system on a human resources software program in the next year.

## SUMMARY

I want to take this opportunity to thank all those who make

it possible for your Town Administrator to continue to make progress with the myriad of issues confronting the Town; especially the Board of Selectmen, Town department heads, supervisors, and employees; members of the various Town Boards and Committees; and the residents of the Town. I look forward to their continuing cooperation and support in the year ahead.

Respectfully submitted,

David W. Owen
Town Administrator

# ANNUAL REPORT TOWN COUNSEL

The year 1990 was an active year in which Town Counsel rendered numerous opinions to Town officials and we approved contracts as to form. We have had numerous zoning and subdivision cases which have become a problem for all cities and towns throughout the Commonwealth. We also rendered numerous opinions to various boards and commissions.

The year 1990 saw a very significant case instituted against the Town. In the Charles George Trucking case, a number of private companies have sued the Town seeking indemnification and contribution in connection with the clean up of the Charles George landfill located in Tyngsborough, Mass. During the 1970's the Town had a contract with Charles George Trucking Company to pick up household and municipal waste. This waste was allegedly transported to the Charles George landfill. The U.S. Environmental Protection Agency and the Massachusetts Department of Environmental Protection have sued a number of companies for contributing hazardous waste to this landfill. These companies have, in turn, sued the Town of Burlington, along with eleven other municipalities, alleging that the Towns also contributed to the disposal of hazardous waste which was contained in the household waste transported to this landfill. The total estimated clean up cost for the Charles George landfill is approximately $90 million. The companies are seeking to have the municipal defendants contribute a significant amount to the cleanup costs. The case is presently pending in the United States District Court and we expect a trial to occur some time in 1991.

Town Counsel has continued to provide assistance to the Superintendent of Public Works regarding implementation of the consent decree signed with the tenants of the Northwest Industrial Park. The consent decree requires the defendants to construct a water treatment plant to treat volatile organic chemicals that were disposed of in the groundwater by these defendants. The Town is currently investigating the southern portion of the Vine Brook Aquifer for new water supply wells.

Town Counsel has also provided significant assistance in the acquisition of the Ice Pallace Skating Rink and the Seminatore property. The assistance included negotiating detailed purchase and sale agreements.

We have also been working closely with the Town in connection with the fire restoration work at the Human Resources Center. We were able to successfully negotiate a settlement with both insurance companies that has led to completion of the fire restoration work. We have also been defending the Town in claims filed by the general contractor in connection with the completion of the reconstruction work.

We extend our appreciation to the Board of Selectmen for their confidence in retaining this firm, and we appreciate the assistance and cooperation received on all matters from the Board of Selectmen, Town Meeting, Town Administrator, Department Heads, Boards, Committees, and other Town personnel. We look forward to working with the members of the Town government in the future.

Respectfully submitted,

Leonard Kopelman, for the firm
of Kopelman and Paige, P.C.,
Town Counsel

# POLICE DEPARTMENT

****Departmental Roster****

**Chief of Police**
William Soda

**CAPTAINS**

Barry Solomon — George Devlin

**LIEUTENANTS**

Arnold Christiansen — Alfred Sciuto
Francis Hart — Walter Bevis

**SERGEANTS**

John Moglia — Gerald Mills
John Walthall — Ralph Patuto
Carl Boutwell — William Faria
Richard Sheppard

**PATROL OFFICERS**

Gerald Crocker
Russell Petersen
Ronald Glejzer
Harry Sawyer, Sr.
Richard Glejzer
Dennis Thompson
Thomas Sullivan
Christopher Priest
Paul Anderson
Robert Healey
Michael Bradford
Paul O'Meara
Thomas Duffy
Spiros Tsingos
Michael Debye
Richard Hanafin
Robert Downer
James Cooper
James Tigges
Robert Kirchner
Bernard Schipelliti
Daniel Houston
Anne Marie Mele
Richard Hovasse
Charles Chicarello
Robert Aloisi
William Duffey
Frank Nardone
Barry Cosgrove
Kevin Rogers
Michael Joyce
Claudell Moore
Gary Burdick
John Hanafin
Edward Mackey
Stephen Coveno
Gary Redfern
Kenneth Reynolds
Harry Sawyer, Jr.
Timothy McDonough
Charles Ferguson III
William Preston
Thomas Fournier
Gina Samuel
John Kelly
Stephen Cross

**CLERICAL STAFF**

Ann Johnedis
Barbara Cunningham
Ethel Vozikis

**TRAFFIC SUPERVISORS**

Helen Bulman
Nancy Bibbey
Carol Goodwin
Gail Fay
Helen Dignan
Maureen Robillard
Claire Hogaboom
Carol Santoro
Karen Petersen

# Burlington Police Department Annual Report 1990

During 1990, the Police Department tried to focus on the positive aspects of our job. As a result, we feel it was a very successful year. Several new programs were started and successful programs that were already in place were enhanced in every way possible.

The D.A.R.E. program continues to be one of our proudest accomplishments. Under the direction of Officer Paul Anderson, ably assisted by Officer Gary Redfern, the program continues to provide the community's children with the information needed to resist the evils of drugs. Besides the formal school classes, the program also sponsored a trip to Fenway Park, the annual D.A.R.E. carnival and a poetry contest. In fact, the winning poem was presented to President Bush when he visited here. Officer Redfern also composed a poem called "A D.A.R.E. Student's Prayer" which has now been distributed statewide to all other D.A.R.E. programs.

The President's visit was, of course, another highlight. He visited here in November and we worked closely with the Secret Service, the State Police and many other associated organizations to orchestrate a safe, enjoyable visit.

Our youth program was also enhanced with the introduction of a scout explorer program, sponsored by our department. Officer Dennis Thompson has done an outstanding job improving our juvenile program. We have also begun a juvenile diversion program, which offers juveniles alternatives to court procedures, for minor offenses.

Our traffic enforcement was enhanced by the acquisition of the new motorcycle. The motorcycle is manned 16 hours a day and has been a great success story. We can now assign the motyorcylcle to areas of town that previously were not conducive to motor vehicle enforcement. Because of its size and maneuverability, it provides us with a whole new dimension in traffic enforcement.

We would like to acknowledge the tragic loss of our brother officer, Thomas Browne. He was a fine, optimistic young officer and he is sorely missed.

We also extend best wishes to Officer Paul Christiansen, who retired after many years of faithful service.

Of course, a special thanks to all those people, especially the townspeople, who supported our efforts during the year. We look forward to continuing to provide you with the highest level of police service and protection.

During 1991, we hope to present completed plans for the new police station. Our present station is, to be kind, grossly inadequate for our current manning levels and specialized needs. We realize that fiscal constraints will force tough decisions this year, but after the protection of the public, this is absolutely our number one priority this year. For those of you who have never been inside our station, we invite you to call and schedule a short 5 minute tour. If you have any doubts of our urgent need, they will vanish after your tour.

Respectfully submitted,

William R. Soda
Chief of Police

## D.A.R.E.

I learned that you must treat yourself kind and you can't do that by altering your mind.

I like coke, classic I mean
I don't do drugs that's not my scene

Smoking is bad for your
lungs and heart.
The best way to quit, is never to start.

In sports and lessons you
need to think.
And you can't do that when you
have booze to drink.

If someone offers you drugs to do.
They're not being true friends to you.

Kermit the frog says its not easy
being green.
I say it's hard to be a good teen.

There's a lot of life to live and learn.
And I want to be here for my turn.

I know the best way to make this so,
is always remember to just say NO!.

By
Matt Curran
Grade 6
Room A-1
Marshall Simonds
Middle School

## A D.A.R.E. STUDENTS PRAYER

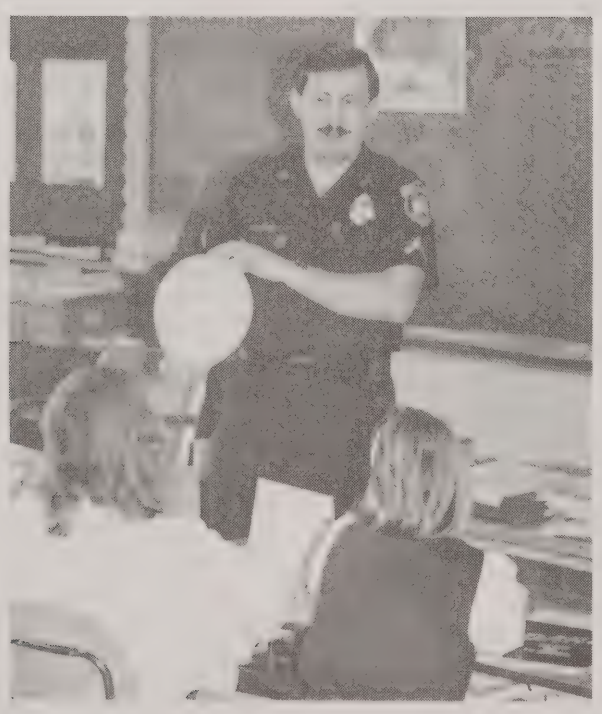
By Officer Gary Redfern

Temptations are knocking,
They're outside my door
Lend me the strength
To keep my feet on the floor.
Don't let me surrender
My life for a thrill.
Show me that friendship
Doesn't come in a pill.

Chase away the people
Who will hand me a line.
Help me remember
that my body is mine.

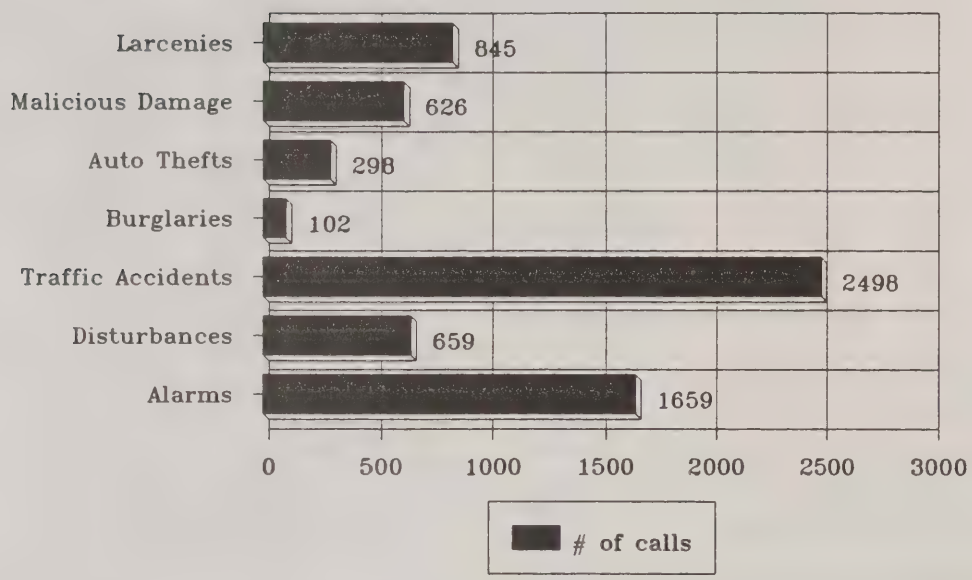
I don't want to inject
And surrender my soul.
Don't want the poison
That's smoked in a bowl.

Don't let me jump
'Cause they say I can fly.
My life barely begun;
I'm not ready to die.

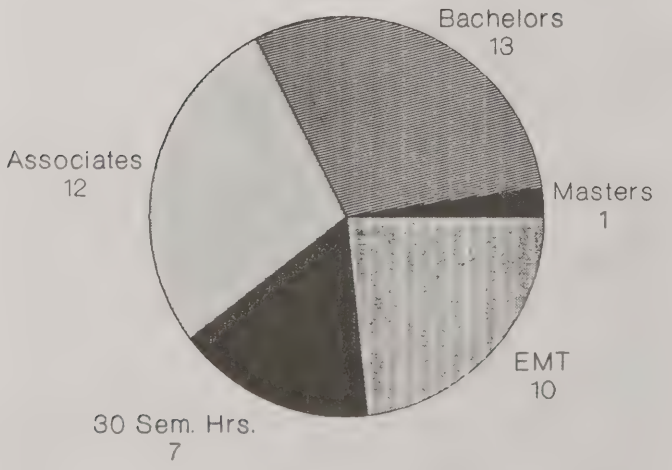


**Officer Paul Anderson instructing D.A.R.E. students.**

# Top 7 Calls/Crimes
## 1990




# Education in the BPD




THE WHITE HOUSE

WASHINGTON

November 28, 1990

Dear Chief Soda:

It was a pleasure to be in Burlington for the Weld fundraiser breakfast, and I appreciated the warm welcome.

Thanks a lot for the D.A.R.E. poem and the personalized shirts that you presented for me. They're great reminders of your Department's valiant efforts in the war against drugs, for which I'm deeply grateful.

My best regards to you and the law enforcement officers under your command.

Sincerely,

Mr. William R. Soda
Chief of Police
23 Center Street
Burlington, Massachusetts 01803

# FIRE DEPARTMENT

## DEPARTMENT ROSTER

### FIRE CHIEF
Paul Thibault

### ASSISTANT FIRE CHIEF
*Leo Pouliot

### DEPUTY FIRE CHIEFS
*Philip Pollicelli
*Lawrence Rice

### CAPTAINS
Edward Costa
*William Devereaux
*Michael Nolan

### LIEUTENANTS
*Alfred Brabant
*Kevin Browne
*Scott Carpenter
*George Clark
Joseph Doran
Paul Gerbrands
Donald Robinson
*Charles White

### FIRE PREVENTION OFFICER
*Al Fay

### FIRE ALARM INSPECTORS
Joseph Butler
Henry Marshall

### MECHANIC
Walter DeCost

### PRINCIPAL CLERK
Joanne Arbing

### CLERK
Mary Fay

### FIREFIGHTERS
*Gary Arbing
*Michael Bibbey
William Bibbey
*Timothy Browne
Lee Callahan
*William Callahan
*John Corbett
Thomas Corbett
*George Creamer
*Michael Donahue
James Fay
Edward Franks
*Gerard Hanafin
James Hapenney
*John Hunt
*Douglas Hyde
Frederick Keene
*Ronald Kullman
*Gerard Letendre
*Gary Cauldwell
*Department EMT's
*Donald MacDonald
*Peter McAnespie
*Paul McLaughlin
*Edgar McLean
John Norden
*Lawrence Pacios
*Michael Patterson
*Robert Paul
*Raymond Perry
*Lucien Pouliot
*John Price
*Leonard Sawyer
*James Sherman
*John Skinner
*David Sullivan
*Paul Sullivan
Daniel Willette
*Fred Williams
*Steven Yetman

### CIVILIAN DISPATCHERS
Christine Carciofi
Elaine Carpenter
Clifford Comeau
Michael Runyan

The Fire Department responded to 2,519 calls for assistance with fire apparatus and an additional 1,193 with the Fire Department ambulances. In responding to the needs of the community, the Department maintained 12 personnel on duty 24 hours a day. These personnel were used to man 3 pumps, an aerial tower, Dispatch and to run the Town's ambulances.

Currently we are striving to reach National Fire Protection Association (NFPA) Standards. These standards address all the issues before the fire service which include apparatus, equipment, firefighter qualifications, training and many more. All of the Department's new equipment and apparatus were designed to meet current NFPA Standards. This year, our program to upgrade Self-Contained Breathing Apparatus (SCBA), a 4 year program, was completed. All the Department's SCBA's now meet current NFPA Standard 1981.

This past year the Department took delivery of two (2) pieces of new apparatus from Pierce Manufacturing, a Pump and an Aerial Tower, which were funded in Fiscal 1989 budget. The 1,250 GPM Pumper replaces a 1969 500 GPM Ford Pumper and brings our total of 1,000 GPM+ pumpers to four (4). The Aerial Tower replaces a 1970 Pirsch 85 foot aerial. The major difference in the old and the new is the ability to operate the Aerial Tower from the bucket.

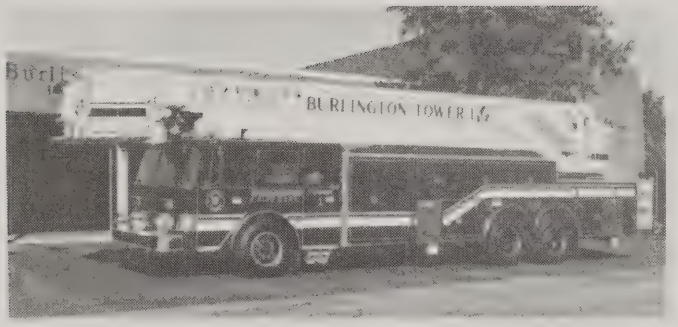
We had one retirement in the Department; Firefighter Richard Spreadbury retired after nearly 20 years of service. We wish him a good and happy retirement.

There were three (3) new appointments: Acting captain Michael Nolan was appointed to a permanent Captain position; Acting Lieutenant Al Brabant was appointed to a permanent Lieutenant position, and Donald MacDonald was appointed as a Firefighter to the Department in May, filling the position vacated by Firefighter R. Spreadbury.

My sincere thanks to those members of the Department who have taken part in community projects throughout the Town. I would like to thank all the members of the Burlington Fire Department for their dedication and professionalism, the Board of Selectmen and all Departments and Committees for their support over the last year.

Respectfully submitted,

Chief Paul R. Thibault
Fire Department




**Pierce '85 Aerial Tower**



**Pierce Arrow 1250 Pumper**

## RESCUE — FIRE EXPERIENCE RECORD
### JANUARY 1, 1990 — December 31, 1990

| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ACCIDENTS | 23 | 18 | 19 | 18 | 30 | 28 | 19 | 22 | 19 | 25 | 25 | 24 | 270 |
| ACCIDENTAL ALARMS | 36 | 21 | 16 | 21 | 13 | 29 | 24 | 25 | 30 | 44 | 35 | 25 | 319 |
| APARTMENTS | | | | | | | | 1 | 2 | 3 | 3 | | 9 |
| APPLIANCES | 5 | 4 | 4 | 2 | 3 | 7 | 5 | 3 | 8 | 4 | 6 | 56 | |
| AUTO FIRES INCENDIARY | | | | | | | | | | | | | 0 |
| AUTO FIRES SUSPICIOUS | | 1 | 3 | | | | | | | | | 2 | 6 |
| AUTO FIRES ALL OTHERS | 6 | 5 | | 2 | 4 | 4 | 3 | 4 | 3 | 5 | 3 | 1 | 40 |
| BRUSH & WOODLANDS | 6 | 3 | 6 | 12 | 10 | 8 | 22 | 9 | 1 | 3 | 17 | 9 | 106 |
| DUMPSTERS | 4 | | 3 | 1 | 1 | | 3 | 5 | 1 | 1 | 2 | 3 | 24 |
| ELECTRICAL | 1 | 1 | | | 1 | 7 | | 3 | 1 | 1 | 3 | | 18 |
| FALSE ALARMS | 2 | 11 | 2 | 3 | 6 | 14 | 6 | 7 | 10 | 15 | 9 | 7 | 92 |
| GRASS FIRES | | 1 | | | | | 2 | | | | | | 3 |
| HAZARDOUS MATERIALS SPILLS, LEAKS, VAPORS | 1 | | 3 | 3 | 4 | 7 | 2 | 5 | 2 | 12 | 1 | | 40 |
| HAZARDOUS MATERIALS ARCING WIRES, BOMB SCARES POWER LINE, ETC. | 4 | | 4 | 2 | 3 | 3 | 3 | 3 | 4 | 5 | 2 | 1 | 34 |
| HOTEL/MOTEL | | | | 1 | | | | | | | 1 | | 2 |
| INDUSTRIAL/ MANUFACTURING | | | | | | | | | | | 2 | | 2 |
| INSERVICE INSPECTIONS | 6 | 2 | | 1 | 1 | 3 | 12 | 16 | 5 | 12 | 15 | 7 | 80 |
| INJURY & DEATH FIREFIGHTER EMERGENCY | | | 1 | | | | | | | | | | 1 |
| INJURY & DEATH FIREFIGHTER NONEMERGENCY | | | | | | | | | | | | | 0 |

| | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| INJURY & DEATH | | | | | | | | | | | | | |
| CIVILIAN | | | | | | | 1 | | | | | | 1 |
| INJURY & | | | | | | | | | | | | | |
| DEATH EMS | | | | | | | | | | | | | 0 |
| MALFUNCTION | | | | | | | | | | | | | |
| ALARM SYSTEM | 22 | 4 | 26 | 19 | 32 | 15 | 12 | 28 | 24 | 20 | 14 | 4 | 220 |
| MEDICAL AID | 67 | 72 | 79 | 64 | 66 | 68 | 60 | 55 | 60 | 77 | 71 | 75 | 814 |
| MUTUAL AID | 3 | 1 | 2 | 8 | 2 | | 6 | 5 | | 1 | 4 | 5 | 37 |
| PRIVATE | | | | | | | | | | | | | |
| DWELLINGS | 4 | 3 | 7 | 1 | 3 | | 3 | | 2 | 2 | 4 | 6 | 35 |
| PUBLIC | | | | | | | | | | | | | |
| ASSEMBLIES | 3 | | | | | | | | 1 | 2 | 1 | | 7 |
| CHURCHES, REST, | | | | | | | | | | | | | |
| CLUBS, ETC. | | | | | | | | | | | | | |
| RESCUE | | | | | | | | | | | | | 0 |
| RUBBISH | | 3 | | | | 2 | 5 | | | | | | 10 |
| SCHOOL/COLLEGE | | | | | | | | | | | | | 0 |
| STORES | 2 | 2 | | | | 2 | 1 | | | 1 | 2 | 1 | 11 |
| STORAGE AREAS | | | | 1 | | | | | | | | | 1 |
| GARAGES, BARNS, ETC. | | | | | | | | | | | | | |
| STRUCTURES | | | | | | | | | | | | | |
| NOT LISTED | | 5 | | | | | | | | | | 8 | 13 |
| VACANT BLDG/ | | | | | | | | | | | | | |
| BLDG. UNDER CONST. | | | | | | | | | | | | | |
| TRUCK — INCENDIARY | | | | | | | | | | | | | 0 |
| TRUCK — SUSPICIOUS | | | | | | | | | | | | | 0 |
| TRUCK — ALL OTHERS | | 1 | | | | 2 | | 1 | 2 | | 1 | | 7 |
| ALL OTHER | | | | | | | | | | | | | |
| RESPONSES | | | | | | | | | | | | | |
| LOCK OUTS, SMOKE | | | | | | | | | | | | | |
| SCARES, ETC. | 3 | 2 | 4 | 1 | 2 | 13 | 19 | 6 | 4 | 8 | 3 | 3 | 68 |
| MISC. | 4 | | | 5 | 9 | | | 13 | 9 | 24 | 11 | 8 | 83 |
| INVESTIGATIONS | 14 | 7 | 12 | 12 | 6 | 13 | 9 | 12 | 12 | 5 | 5 | 3 | 110 |
| TOTAL | | | | | | | | | | | | | |
| FIRE CALLS | 216 | 167 | 191 | 177 | 196 | 225 | 217 | 223 | 200 | 271 | 238 | 198 | 2,519 |
| TOTAL RESCUE | 99 | 99 | 97 | 87 | 101 | 108 | 93 | 92 | 87 | 112 | 102 | 116 | 1,193 |
| | | | | | | | | TOTAL RUNS 1990 | | | | | 3,712 |

# FIRE PREVENTION

The Fire Prevention Office once again had a very busy and productive year. Many new changes in codes and regulations were received from the Commonwealth of Massachusetts Fire Prevention Board.

The new Fire Prevention Code for the Town of Burlington is in its final stages and should be in operation early this Spring. It has been a time-consuming task to incorporate all the new code requirements, permits and certificates into our own Town code, thus assuring compliance with the Massachusetts Building Codes and State Fire Regulations.

Once again all schools were inspected and all required fire drills conducted. Again I would like to thank Building Inspector Frank Moran for his cooperation and his assistance; the harmony between our Departments proves to be very beneficial to the Town.

We are proud to announce that all public gas stations are in compliance with current standards for underground storage tanks, which should help to improve the environmental quality of the Town. We have also witnessed more and more industry and businesses removing their underground tanks and the Department will continue to assist them in the removal and upgrading of these underground storage facilities.

### FIRE AND ARSON DIVISION

This past year saw a slight decrease in auto fires with the new "Arson for Profit" program in effect.

We have solved several arson cases which have been brought to court. However, there are several more cases in-

volving dwelling fires that are still under investigation. I would like to thank the Burlington Police for their assistance and cooperation in helping solve and prosecute these cases.



**Typical Tank Removal Scene**

## HAZARDOUS MATERIALS

The Burlington Fire Department Hazardous Materials Response Team just completed its second full year of operation. The Team consists of sixteen (16) Firefighters and Officers, under the direction of Assistant Chief Pouliot, all of whom have undergone extensive specialized training. The Team meets as a minimum on a monthly basis for training in science, research, equipment familiarization, and monitoring equipment, as well as running mock drills on a regular basis.

Plans for this upcoming year will include trips to Burlington businesses who use, store, and transport hazardous materials for familiarization with the location of these products and to coordinate an emergency response with companies and their personnel.

There were over forty (40) hazardous materials responses this past year including spills, leaks, and investigations of hazardous materials emergencies.

## HIGH ANGLE RESCUE TRAINING

For the past five (5) years the Fire Department has maintained a High Angle Rescue Team consisting of an eight (8) member volunteer team. These men maintain a training program that calls for approximately 35-40 hours of training on an annual basis.

These men are required to participate in a two (2) day weekend training program sponsored by the Massachusetts Fire Academy, held at Waltham Fire Department's Training Tower. Their skills include expertise in knot tying, recognizing proper anchor points for rescue procedures, removal of victims from excessive heights using special rescue equipment, example; stokes basket, ladders and lifting devices. The men are also training in below grade rescue.

Training sessions are held on a regular basis, utilizing the Bay Bank garage and the new aerial tower truck. The Recreation Department building was also used. The Department follows the NFPA standards 1983 for rope sized and strength standards.

In the past year, the team has put demonstrations on for both the Burlington and Billerica School Systems. The team also showed their skills at the fire station during Fire Prevention Week.

Members of the High Angle Rescue Team include:

| | |
|---|---|
| Timothy Browne | Edgar McLean, Jr. |
| George Creamer | Leonard Sawyer, Coordinator |
| John Hunt | David Sullivan |
| Ronald Kullman | Steven Yetman |



**High Angle Rescue Team demonstrating to one of the schools during Fire Prevention Week.**

## TRAINING PROGRAM

The past year, the firefighting force has been participating in extensive weekly training programs. Three members of the Department, Chief Paul Thibault, Captain William Devereaux and Captain Michael Nolan have successfully completed an Instructor Level I Training course held at the Massachusetts Fire Academy in Stow, MA.

Chief Thibault has assigned Captain Devereaux to coordinate all fire suppression training and Captain Nolan has been assigned to Hazardous Materials.

The Department is using International Society of Fire Service Instructor (IFSTA) 1001 Teaching Standard. This meets the NFPA approved outline for Professional Firefighting Levels I and II across the country. We hope to certify all Department members to Firefighter Levels I and II during 1991.

## AMBULANCE

Once again it was an extremely busy year for the Burlington Fire Department ambulances and Emergency Medical Technicians. There was a four percent (4%) increase in response over the last year, which reflects a continued increase in the number of emergency medical responses. This was the busiest year on record for ambulance calls. Both of the Fire Department's ambulances were kept busy, with even the second ambulance (Rescue 2) responding to almost one hundred (100) calls.

With tight budget constraints, the ability to purchase certain new and specialized equipment was not realized. Hopefully, in the upcoming year the purchase of this equipment will become a reality.

The need for certain specialized pediatric equipment exists as well as others. With the Department's Emergency Medical Technicians increasing their training and medical abilities, the Department is looking forward to purchasing a pair of Military Anti-Shock Trousers (MAST) to be used in cases of shock due to trauma or fluid loss. Also, we are looking forward to purchasing (2) semi-automatic defibrillators to be used in case of a cardiac emergency.

These are new skill levels now allowed to be used in this state at the E.M.T. level. A good number of our Emergency Medical Technicians are already trained to these levels and are just waiting for the equipment to be able to use their new skills for the people of Burlington when they call for help.

### AMBULANCE REPORT

| | |
|---|---|
| Total Ambulance Runs for 1990 | 1,193 |
| (Rescue 1=1,096 Rescue 2=97) | |
| Patients Transported to Medical Facilities | 981 |
| Burlington Residents | 486 |
| Non-Residents | 493 |
| Others (Police Officers, Firefighters, Town Employees) | 2 |
| Patients refusing to be treated or transported for their illnesses or injuries | 182 |
| Patients treated at scene (no transport) | 7 |
| Patients treated at home (no transport) | 7 |

**BURLINGTON LOCATIONS:**

| | |
|---|---|
| Auto Accidents | 330 |
| Churches/Schools | 43 |
| Doctors' Offices | 12 |
| Fire Headquarters (Walk-Ins) | 8 |
| Hospitals | 3 |
| Hotels | 25 |
| Other Locations: (Example: Parks, Playgrounds, Fields, Parking Lots) | 161 |
| Places of Employment | 48 |
| Police Headquarters | 10 |
| Residential (Burlington) | 445 |
| Stores/Restaurants | 139 |

**TYPES OF CALLS**

| | |
|---|---|
| Auto Accidents ( Burlington Only) | 330 |
| Airway Obstruction | 12 |
| Amputations | 2 |
| Burns (Severe) | 4 |
| Cardiac Arrest (1 save) | 17 |
| Diabetic Emergencies | 16 |
| Dead on Arrival (No Transport) | 13 |
| Heart Related (Angina, Heart Attacks, Etc.) | 114 |
| Illness (Various) | 105 |
| Impaled Object | 0 |
| Injuries (Fractures, Dislocations, Lacerations, Severe Bleeding , Etc.) | 273 |
| Overdose (Drugs or Alcohol) | 10 |
| Poisonings | 5 |
| Psychiatric Emergencies | 17 |
| Respiratory Emergencies | 77 |
| Severe Allergic Reactions | 15 |
| Seizures | 46 |
| Strokes (C.V.A.) | 19 |
| Suicides (Attempted) | 11 |
| Unconscious Patient | 53 |
| Woman in Labor | 8 |

**MUTUAL AID TO:**

| | |
|---|---|
| Billerica | 42 |
| Bedford | 10 |
| Lexington | 7 |
| Wilmington | 3 |
| Woburn | 46 |
| Total Mutual Aid Responses | 108 |

# DEPARTMENT OF PUBLIC WORKS

I hereby submit the Annual Report of the Department of Public Works for the year ending December 31, 1990

Respectfully submitted,

Syamal N. Chaudhuri
Superintendent of Public Works

## ADMINISTRATION

The water and sewer rates were maintained at the same level during 1990, with water conservation still being a key issue when discussing high water bills with the customer.

The purchasing clerk processed and set up for payment 2,265 purchase orders for the seven divisions. The new Town-wide purchase order form was integrated into the system with no appreciable problems.

The Department received and recorded 670 customer service calls which were forwarded to the proper people for handling. In addition, hundreds of informational calls were handled by this office.

The Administrative section issued 211 street opening permits and 66 sewer permits. The fee for these permits is unchanged from last year.

This section also coordinated with The State and Consultant Engineers relative to State Grants and construction programs for street paving and water treatment measures.

Respectfully submitted,

Donald L. Reece
Administrative Assistant

## ENGINEERING DEPARTMENT

Following is a summary of the projects in which the Engineering Department has been involved during 1990:

**Pavement Management Program**

A total of ten (10) streets have been improved by grinding and paved with binder and 1-1/2" overlay or being paved with 1-1/2" overlay only. The major improvement was to Peach Orchard Road with alignment corrections, the installation of a new sidewalk, and the installation of berm to control storm runoff. Improvements were also made to Blanchard Road to control storm runoff.

**Local Drainage**

Repairs and improvements were made to the following drainage areas:

University Avenue
Bassett Avenue (necessitated by a break in the system)
Spruce Hill Road
Elm Avenue

**Master Drainage**

The first phase of the master drainage improvements to the Ipswich system was designed and implemented by the Engineering Staff. This primarily included the replacement of a 48" storm drain with a 7' x 3' box culvert and related pipe inlet and outlet improvements.

Maintenance of the various streams in Town was conducted by the Highway Department with the assistance of prisoners from the Billerica House of Correction. This was all performed by hand with wheelbarrows.

**Winn Street Corridor Improvements**

This project has been designed to the 75% stage by Fay, Spofford and Thorndike Engineers. (This project may be impacted by the proposed Haddon Park development in Woburn near Beacon Street).

**Recycling**

The Town has commenced a Recycling Program on a monthly basis at the High School parking lot. This program is supported by many volunteers from the Town and has saved the Town in excess of $4,000. Curbside pickup of recyclables is currently under study and may be implemented in 1992.

The Town has also implemented the recycling of Christmas trees this year by curbside pickup and chipping. This project will be accomplished by the Highway Department along with the support of the Recreation Maintenance Department at no extra cost to the Town.

**Town Hall**

Specifications were drafted, bidding coordinated and contractor selection made for the second layer of roofing to Town Hall.

Renovations were made to the interior of Town Hall to accommodate the relocation of various departments in Town Hall. Arrangements were also coordinated for the move of various departments to the Human Services Building (Center School).

**Human Services Building**

Coordination for the acquisition of furniture for the various departments (including drafting of specifications and bidding procedures) was performed by staff.

**Sump Pump Redirection Program**

This program was instituted as a result of a proposal by the Board of Selectmen and Syamal N. Chaudhuri, Superintendent of Public Works, to the State Department of Environmental Protection. The program basically provides for the removal of illegal residential sump pump hookups to MWRA sewer lines and redirecting them to the Town storm drainage system. A credit is then issued by the MWRA to the Town for an additional sewerage allotment. Most of these illegal hookups were found as a result of smoke tests conducted by the Town in 1988 as part of the Town's Inflow and Infiltration study.

Programs of this type indicated the Town's cooperativeness in addressing the surcharge and overflow to Horn Pond in Woburn. This program is being performed at no cost to the residents of Burlington. This sump pump program is a first in the country and is being used as a prototype now by many other communities.

An approximate total of 30 sump pumps were disconnected and redirected during 1990.

**Water Supply**

The Town has taken steps this year to improve the quality and quantity of its water supply. All necessary permits for the lagoon construction have been received and we expect construction of this project to be completed by March, 1991. The actual construction of the lagoons at the Mill Pond Reservoir was started this fall. The installation of these lagoons will improve the quality of our water supply from the reservoir, along with an increase in capacity of the reservoir as a result of the proposed removal of existing sludge.

The town has also, as a result of several years of negotiations with the potential responsible parties, undertaken the design of Phase II of the Water Treatment Plant at Vine B rook. The "safe yield study" has been completed to confirm the design capacity of the entire Vine Brook. Prior to the actual construction phase, a "prolonged pump test" along with the design must be completed. This is now being conducted.

**Water Looping**

The "looping" of water lines was completed in three areas during the past summer.

**Site Plans**

The Engineering Department was assigned the task of developing and finalizing site plans for the following (including representation to various Town Boards and Commissions for permits):

- Seminatore Property acquisition
- Conducted a feasibility study of a cemetery on the Seminatore property.
- Prepared proposed easements from Cypress Circle to town owned land.
- Preparation of a non-approved plan, advertising and preparation for transfer of property on Grandview Avenue.

I would like to thank all of the members of the Engineering Staff for their assistance and continued support.

Respectfully submitted,

Pete G. Peters, P.E.
Town Engineer

**CEMETERY DIVISION**

During the past year, the personnel conducted 110 burials and sold 100 plots. Shrubs and trees were trimmed, grass cut, fences repaired and painted, foundation and Veterans' markers installed, and new signs put up throughout the grounds. The division once again utilized workers from the Veterans Administration in Bedford due to the increased work load.

The Engineering section laid out 150 new plots. This leaves one small section remaining.

The donation of trees and shrubs for the living memorial was a huge success. People, who have loved ones buried here, supplied the materials. The cemetery crew and Veterans Administration personnel, together with personnel from the Sullivan, Doyle and Lane Funeral Homes, donated their time in helping our personnel handle the plantings.

I would like to thank the Bedford Veterans Administration and the Town Departments and Officials who have provided help throughout the year.

Respectfully submitted,

Harry E. Enos
Assistant Superintendent

**HIGHWAY**

The Highway Division conducted its routine maintenance of roadways, drainage easements, street signs, fences, guardrails, and snow & ice removal from our road surfaces. Burlington experienced 10 storms during the 1989-1990 winter season. A total of 56" of snow fell in the area.

Following the winter season the Division expended many man hours repairing damage caused by winter plowing such as, replacing mail boxes, fences, installing berm, planting trees and shrubs, installing guardrails, etc. The months of April and May were spent sweeping the streets of sand and debris. During the months of October and November, all streets were swept of leaves and debris. Sign vandalism continued to be a major problem. The cost of replacing vandalized or stolen signs ex-

ceeded $25,000. Efforts will continue to devise new methods of sign installation to deter vandalism.

The Town purchased a new Trojan front-end loader in replacement of a 1974 John Deere loader.

One new employee was hired: Larry Kennedy - heavy equipment operator.

**Special Projects**

The Pavement Management program was once again put into full swing and the following streets were either reconstructed or overlayed:

Peach Orchard Rd. — from Winn Street to Winter Street
Skilton Lane — From Cresthaven to Foxhill Rd.
County Road — from Cambridge Street to Cambridge Street
Blanchard Road — from 128 Tennis to South Bedford Street
Middlesex Turnpike — from Bedford to Town Line.

Respectfully submitted,

William Bannon
Assistant Superintendent
Highway Department

## WATER AND SEWER DIVISION

**MATTEO FRANGIAMONE,** after fifteen years of dedicated service to the Water and Sewer Division, retired on Feb. 9, 1990. We wish Matty good luck with appreciation for his dependable and loyal service. A personal note: Matty was known as a perfect gentleman.

**SPECIAL PROJECTS:** Removed 24 year old motor and pump from Terrace Hall Sewer Station and installed new 125 H.P. motor and pump with appropriate piping. Jack-hammered old cement foundations and built new ones to mount both pump and motor. By using Water and Sewer personnel, this installation realized a savings of $15,000, the estimated labor charges by outside contractors.

**PUMP EFFICIENCY TESTS** were performed at five sewer stations to evaluate pump performance percentage in order to qualify for monetary assistance from Boston Edison.

**INSTALLATION OF A MECHANICAL SEAL** at Brookside Lane Sewer Station to replace old method of packing. Said installation will decrease power costs of running pump.

**REPLACEMENT OF OLD COOLING SYSTEM** for Terrace Hall rheostats (which were leaking badly) was performed, thus reducing heating cost at Main Sewer Station.

**WATER MAIN INSTALLATION AT CENTER SCHOOL:** A new water main was installed at Center Street School by Water and Sewer personnel, 256 feet of four inch ductile pipe was used, plus twenty feet of three inch copper tubing and various fittings.

**SEWER FLUSHING PROGRAM** was developed to ultimately clean all sewer lines in Town of Burlington. During 1990 44,788 ft. of sewer lines were cleaned.

**SEWER BLOCKS** totaling 28 also resulted in 12,225 ft. of sewer lines being cleaned and rodded.

**SEWER EMERGENCIES**; due to electrical and mechanical failures totaled 77

**WATER STATISTICS**

| | |
|---|---|
| New meters installed | 260 |
| New water valves | 29 |
| Hydrants installed | 1 |
| Hydrants repaired | 71 |
| Hydrants flushed | 1,034 |
| Hydrants painted | 61 |
| Frozen services | 11 |
| Water breaks | 33 |
| Major dig-ups | 19 |
| Service leaks | 14 |
| Water emergencies | 30 |

Respectfully submitted,

Joseph Impemba
Assistant Superintendent

## WATER TREATMENT PLANT

The year 1990 was an active year for the Water Treatment Division, especially since one operator, Paul Mohler, retired, and two other operators were out on long term disabilities unrelated to the job. Paul Mohler's retirement ends an eighteen year stay with the Department working his way up from Meter reader to Distribution Maintenance, and finally to Pumping Station operator where he maintained the Satellite Pumping Stations. The plant personnel wish Paul a long and healthy retirement.

The Water Treatment Plant started in 1990 with a major 3 phase construction program, costing just under one million dollars. The construction of the Generator Building, Sludge Lagoon area, and Hazardous Waste Containment Tank should be completed in early 1991, which should end most of the major modifications at the plant. The only remaining projects will be fluoride installation followed by the rehabilitation of Pump #2 and any other federal or state required changes.

The rehabilitation of Pumping Station #2 was let out to contract in 1990 with work to be completed in 1991. This station

is one of the few remaining groundwater stations in operation year round. Having it at maximum capacity helps to meet peak demands.

The search for new sources continues near PS#5 off Lexington Street. There appears to be some promise there and it is hoped that in 1991 a long term pump test will determine the maximum safe yield. The completion of the pump test will allow the design of the new groundwater plant to continue, with construction within 2-3 years.

The Groundwater Treatment Plant Chemical Feed system was reconstructed as was the surge control system. While this plant is seasonal in operation, it is needed to allow the surface plant repair and clean down time.

The Educators Program continued with two operators going to a Cross Connection Survey course and one operator receiving Continuing Education units for a Management course. Continued education is needed to keep pace with the increasing changes in treatment to meet new regulations mandated by State and Federal agencies.

In conclusion, while this was a busy year, it was very productive for the Water Treatment Division and 1991 should be no different.

Respectfully submitted,

William D. Keene
Water Treatment Plant Manager

## YEARLY SUMMARY SHEET 1990

| | WELLS | SWTP | GWTP | TOTALS |
|---|---|---|---|---|
| Jan | 45,681,000 | 47,015,000 | OFF | 92,696,000 |
| Feb | 42,411,000 | 37,509,000 | | 79,920,000 |
| March | 34,392,000 | 59,093,000 | | 93,485,000 |
| April | 28,473,000 | 61,445,000 | | 89,918,000 |
| May | 28,791,000 | 67,998,000 | | 96,789,000 |
| June | 28,973,000 | 70,504,000 | 14,741,000 | 114,218,000 |
| July | 27,711,000 | 77,047,000 | 24,850,000 | 129,608,000 |
| August | 19,993,000 | 81,210,000 | 16,011,000 | 117,214,000 |
| Sept | 20,117,000 | 77,174,000 | 5,754,000 | 103,045,000 |
| Oct | 17,155,000 | 57,671,000 | 19,811,000 | 94,637,000 |
| Nov. | 36,434,000 | 50,910,000 | OFF | 87,344,000 |
| Dec | 35,648,000 | 48,609,000 | | 88,257,000 |
| Totals | 365,779,000 | 736,185,000 | 81,167,000 | 1,183,131,000 |

| | |
|---|---|
| Max. Day Cosumption | July 18, 1990 |
| Amount | 6,089,000 |
| Max. Week Consumption: | July 16 to July 26, 1990 |
| Amount | 37,338,000 |
| Total of Services | 7,100 |
| Gallonage, Residential | 456,141,000 |
| Gallonage, Commerical | 455,633,000 |
| Water Sold to Other Towns | None sold in 1990 |
| 1990 Daily Average | 3,242,000 |

## BILLERICA DIVERSION STATION

| | | | |
|---|---|---|---|
| Jan | 96,048,000 | July | Off |
| Feb | Off | Aug | Off |
| Mar | 83,491,000 | Sept | 27,923,000 |
| April | Off | Oct | 62,013,000 |
| May | 95,675,000 | Nov | Off |
| June | 85,704,000 | Dec | 37,352,000 |
| | | Total | 488,206,000 |

## YEARLY SUMMARY SHEET 1990

| | | |
|---|---|---|
| | Off | 56,477.2 |
| S#1 | On | 49,916.3 |
| | | 8,560.9 |
| | Off | 66,590.8 |
| S#2 | On | 60,762.1 |
| | | 5,828.7 |
| | Off | 35,101.8 |
| S#3 | On | 33,174.0 |
| | | 1,927.8 |
| | Off | 9,948.3 |
| S#4 | On | 8,019.1 |
| | | 1,929.2 |
| | Off | 44,515.3 |
| S#5 | On | 42,588.8 |
| | | 1,926.5 |
| | Off | 32,839.8 |
| S#6 | On | 32,839.8 |
| | | Off Line |
| | Off | 18,449.8 |
| S#7 | On | 18,449.8 |
| | | Off Line |
| | Off | 15,517.5 |
| S#8 | On | 10,959.9 |
| | | 4,557.6 |
| S#9 | Off | Off Line |
| | On | |
| | Off | Off Line |
| TNS | On | Off Line |

**Billerica Diversion Station**

| | | |
|---|---|---|
| | Off | 35,637.4 |
| P#1 | On | 33,329.1 |
| | | 2,308.3 |
| | Off | 39,940.6 |
| P#2 | On | 38,118.2 |
| | | 1,822.4 |

Total Gals. 488,206,000

**Water Treatment Plant**

| | | |
|---|---|---|
| Off | | 44,424.7 |
| P#1 | On | 40,550.8 |
| | | 3,873.9 |
| Off | | 41,102.0 |
| P#2 | On | 38,307.2 |
| | | 2,794.8 |
| | Off | 41,891.6 |
| P#3 | On | 39,524.4 |
| | | 2,367.2 |

**Bacteriology**

W.T.P. 139

Wells 189

Dist. 490

Total 818

**Chemicals**

W.T.P. 8,372

Wells 510

Dist. 484

Pumping Station #1
Water Tap Terrace Hall
Total Gallons: Off Line

## CENTRAL MAINTENANCE

The Town of Burlington Police Department purchased four new cruisers, and one Harley Davidson motorcycle. The Police Department also acquired a used Ford Van to be used when transporting prisoners to the Woburn Courthouse.

The Highway division replaced one John Deere loader with a new Trojan loader. The new loader is equipped with a power angle snow plow.

Central Maintenance conducts weekly checks on cruisers, and bi-weekly services with oil and filter changes. These cars must be checked often, as they are running on the average 24 hours a day.

Central Maintenance also performs all preventative maintenance on Highway, Water & Sewer and Recreation Vehicles.

During the summer months the mechanics repaired and painted some of the trucks. The sanders were welded, sanded and painted.

Respectfully submitted

Guy DeFilippo
Assistant Superintendent
Central Maintenance

# CONSERVATION COMMISSION

The following report is respectfully submitted by the Burlington Conservation Commission. The report summarizes many of the Conservation Commission activities with a brief discussion of the more topical matters dealt with by the Commission during 1990. The Commission welcomes the input of the citizens of Burlington and remains committed to the duties of the Commission, be it protecting sensitive environmental areas or the guardians of important open space.

The Conservation Commission meets the second and fourth Thursday of every month. The Commission may meet more frequently and all meeting dates are posted on the main bulletin board outside the Town Clerk's office. The Commissioners have modified the meeting agenda to provide citizens time, as early in the meeting as possible, for residents who may have some concerns or questions about a wetlands or flooding issue not on the agenda. All persons are invited to come. Your concerns are important to us.

The year 1990 was busy for the Conservation Commission. The Commission met twenty-four times during the year with the busiest time being the summer. The overall case load in 1990 was similar to that in 1989 and the Commission reviewed more projects than might have been expected during the present economic climate in this region. Figure I depicts the various activities which the Commission took up during the year. These activities are reflective of new projects and matters and do not show the amount of time involved with each project. The project sizes varied from single family additions near a resource area to large commercial project affecting many resource areas. Generally those projects with actual or potential impacts on wetlands, land subject to flooding, and/or water bodies, including streams require a greater amount of time and review by the Commission.

All private projects reviewed generate a nominal amount of fees for the Town under both the local Wetlands By-law and the Wetlands Protection Act. The Commission reviewed sixty-five regulatory activities in 1990 as depicted in Figure I. Fees raised totaled approximately $9,748.

Staff time continues to be devoted to many different items. Figure II depicts general categories of 263 site inspections made by the Staff during 1990. In an effort to organize reporting procedures, seven different types of site inspections were defined. While the figure represents a total number of site inspections the inspections to the same site change from Enforcement, to Notice of Intent, to an Order of Conditions.The change in type of site inspection conduced reflects a proper course of action for many of the enforcement cases reviewed by the Commission. While other departments are also involved with inspections, the Conservation Administrator often has a referral from Board of Health Staff in areas of common concern and complementary jurisdictional mandates.

For the first time the Conservation Commission has had student interns for a prolonged period of time. An intern from Northeastern University, Jeff Hogendyk, supervised a large portion of the clean-up of Conservation land on Mountain Road. Over a period of several days, with the assistance of persons involved in Community Service through the Police Department, four dumpsters of debris were removed from the site.

The Commission's most recent Intern, Ann Welch from Lowell University, has coordinated a system of locks to secure the gate to that land accessed from Glen Avenue. Ann Welch has also been involved in two other major activities. One is stream cleaning, as described elsewhere in this report. The other important activity has been establishing a number of data bases for the Commission activities. The Commission received copies of two computer programs for which money was appropriated last year. These programs have been instrumental in providing the basis to have a more accurate record of the Conservation Commission activities on the computer. Ann created a number of files that track the stream cleaning complaints and community service participants; summarize all of the formal applications that have Orders of Conditions; and a genral collection of site inspections made during the year. The importance of having quick access to general records of the Commission's activities is critical. Ann created a system that, if maintained after her tenure, will be a foundation of the Conservation Commission records and activities. The product of that work has been reflected in the preparation of this annual report and should be the basis of future reports of the Commission.

While no formal proposals were brought before the Commission, a great deal of time and energy was spent on the issue of streams this past year. Many different arguments and notions received a great deal of attention and the positive efforts of the Commission and Staff were often overshadowed by oratory.The Staff, working with the Police Department, the Department of Public Works and Community Service participants, pursed activities involved in improving the natural flow of stream channels without impacting the natural stream bed, the stream banks and bordering vegetated wetlands. Staff assisted in efforts to prune vegetation, remove debris and most recently hand dig sand from streams in the Town. The work appears to be an excellent community service activity since it is both very demanding and also exposes young people to the problems that result from abuses of natural resources. The work has involved weekend time by Staff and utilizes both the interns and the Conservation Administrator. The activities are labor intensive and will hopefully be continued since the participants are exposed to a difficult task that requires both their energy and problem recognition.

The Commission, having received funding through a warrant article, has attempted to increase their land management activities. Efforts are underway to secure Conservation lands through the installation of locked gates. A system has been established, in coordination with the Fire Department needs, to secure gates on some of the lands. The securing of a gate at Glen Avenue and the existing gate on Mill Street were two areas where land management funds resulted in positive action. Specifications are being developed that will result in the installation of gates on other properties. The Commission hopes to have greater land management involvement and activities using, whenever possible, the talents of interns. The first year of land management was hampered by the short duration of time that interns spent with the Commission and efforts are being make to address that matter. The Commission continues to pursue an overall goal of providing the support to encourage greater use of the Conservation lands for passive recreational purposes.

The first Conservation Commission Intern, B. Lloyd, returned for a short period to finalize a report she had researched the previous year. The report, an inventory of the conservation lands in Burlington, will be used to prepare additional materials to promote the recreational use of the Conservation Commission's lands.

An Eagle Scout candidate organized the restoration of

Conservation land on a portion of the gas easement on Sawmill Brook Conservation land. Trees were purchased with money provided by Tennessee Gas Pipeline Company and planted by Boy Scouts. Additional Scout involvement is expected in the Spring. The Conservation Commission also worked with Cub Scouts to clean up an area at Sawmill Brook and hopes to expand the involvement of a Pack with respect to their accepting some stewardship of a particular parcel.

The Conservation Commission experienced some changes in membership in 1990 when Paul Groulx resigned from the Commission. Paul gave a number of years to the Commission and served as the Chairman during the first year that the Commission had full-time staff. The Commission wishes Paul well in his other endeavors and hopes that he remains active in the Town. The Commission welcomes the newest member to the group, Mr. John Crosby, appointed in December, 1990 and participated in his first meeting.

In March, 1990 the Conservation Commission sponsored a wetlands workshop conducted by Mr. Ralph Tiner, A recognized expert in wetlands. The workshop was taped and aired on cable television. A number of officials were invited to attend the workshop and approximately two dozen people were present. The Conservation Commissioners and Staff spent the remainder of the day in the field with Mr. Tiner examining wetlands and the plants that grow in them. Plant identification is mandatory to wetlands identification under the Massachusetts Wetlands Protection Act.

All Commissioners and Staff continued to pursue training to complement their backgrounds and to provide for a greater contribution to the functions of a Conservation Commission. Training included wetlands delineation workshops, soil workshops, and hydrology workshops. Staff is active in professional organizations involved in providing training. Both the Conservation Administrator and Commissioners attended the Massachusetts Association of Conservation Commission annual meeting in March. It is the continuing mission of the Commission to remain dedicated to those mandates of the Wetlands Protection Act, the Wetlands By-law and the natural functions that economically provide befits to the community if properly protected.

Respectfully submitted:

Burlington Conservation Commission
Constance McElwain, Chairman
Karen Moyer, Vice Chairman
Michael Cheifetz
John Crosby
Cathy LeBlanc
Stanley Murphy
Valorie Tobias
Brian Monahan, Conservation Administrator
Margaret Merlesena, Clerk
Marylee Everett, Recording Secretary
Annmarie Welch, Intern

FIGURE I

CONSERVATION REGULATORY ACTIVITY - 1990

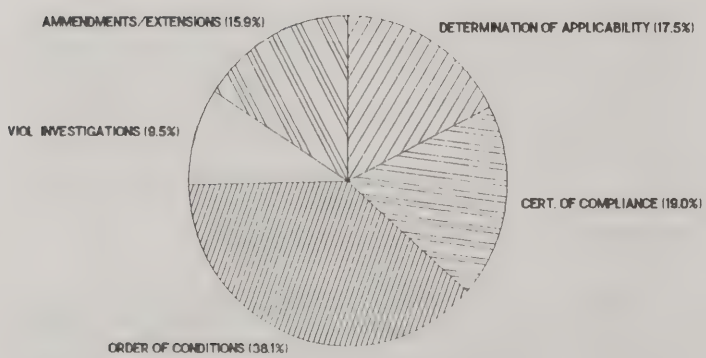
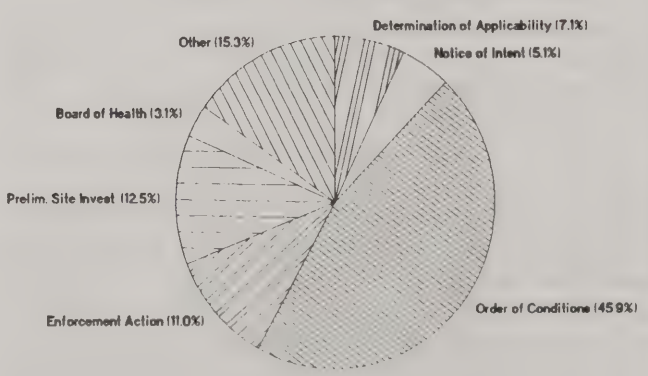



FIGURE II

CONSERVATION SITE INSPECTIONS - 1990





**Eagle Scout Project participants planting the two hundreth tree on the Tennessee Gas Easement. Photo by A. Welch.**



**Conservation Chairman Connie McElwain, Ralph Tiner, and Conservation Administrator Brian Monahan examine a wetlands plant during a March, 1990 wetlands workshop. Photo by J. Richards.**

# BOARD OF APPEALS

The Board of Appeals of the Town of Burlington is created under Section 9.5.1 of the Zoning By-law, pursuant to Chapter 40A of the Massachusetts General Laws. The two alternate and five permanent members of the Board are appointed by the Town Administrator to unpaid terms of one and five years respectively. Its purpose is to hear and decide appeals from an adverse decision of the Building Inspector or any Town Board, to make determinations in Flood Hazard Districts, to hear and decide petitions for variances, in particular instances to permit signs in a Business or Industrial Zoning District larger than those specified in the Zoning By-law, and to issue comprehensive permits under MGL Chapter 40B.

The vast majority of cases heard by the Board are petitions for variances from strict compliance with the Zoning By-law. After giving notice, by mail to the abutters of the affected parcel and giving notice to all others by newspaper publication, the Board holds a public hearing to hear all of the evidence, either in favor of or in opposition to, the granting of the variance.

In order to grant a variance from the strict requirements of the applicable Zoning By-law, the Board must find the following:

1. That, owing to circumstances relating to the soil conditions, shape or topography of such land or structure which is the subject matter of the petition for a variance, and especially affecting such land or structure, but not affecting generally the zoning district in which it is located, a literal enforcement of the provisions of the Zoning By-law would involve substantial hardship, financial or otherwise, to the petitioner.
2. That desirable relief may be granted without substantial detriment to the public good.
3. That desirable relief may be granted without nullifying or substantially derogating from the intent and purpose of the by-law.

The burden upon the Board of Appeals is a great one and cannot be taken too lightly because the collective decision that it makes will have a lasting effect upon the Town and its citizens. It is the only Town Board with explicit authority given by the State Legislature to actually allow citizens to avoid complying with the law, in appropriate situations.

There is no set formula by which the Board can make its decisions so that every decision appears compatible with the other. What may be a substantial derogation of the intent and purpose of the Zoning By-law in one petition may not be so in another. Consequently, it is difficult to compare any one decision of the Board with another. Each case must be treated individually and must stand on its own merits and not be decided by precedence.

In 1990 the Board heard 49 cases which generated $7,575 in fees. Expenses, not including salaries, were $4,511.

The members of the Board of Appeals are pleased and honored to serve the Town and look forward to another successful year of dedicated service to its citizens.

Respectfully submitted,

Jayne Hyde — Chairman
Mario Culot — Vice Chairman
Carl Giannelli — Clerk
Arthur Ferreira
Franklin Pierce
Denzil McKenzie — First Alternate
Linda DiPrimio — Secretary

# BUILDING INSPECTOR

I herewith submit my report as Building Inspector for the year 1990. The number of permits issued and estimated value of construction are as follows:

| TYPES OF PERMITS | NUMBER OF PERMITS | ESTIMATED VALUE |
|---|---|---|
| New Dwellings | 28 | $2,379,000.00 |
| Commercial Structures | 1 | 1,985,000.00 |
| Residential Additions | 131 | 1,797,751.00 |
| Commercial Additions | 1 | 140,000.00 |
| Residential Alter/Remodel | 136 | 788,173.00 |
| Commercial Alter/Remodel | 134 | 10,648,161.00 |
| Residential Garages | 10 | 113,000.00 |
| Swimming Pools-Inground/Above | 31 | 167,266.00 |
| Signs | 104 | 237,190.00 |
| Miscellaneous (tents, sheds, wood/coal stoves, kiosks, Demolitions of structures & interior demolitions) | 82 | 389,903.00 |
| TOTALS | 658 | $18,645,444.00 |
| Estimated value of construction for the year 1990 | | $18,645,444.00 |
| Building permit fees posted | | $48,732.68 |
| Number of permits issued | | 658 |
| Applications for Certificates of Inspection | | 22 |
| Fees collected for Certificates of Inspection | | $1,030.00 |

In May, 1989 at Town Meeting, the Town of Burlington adopted Massachusetts General Law Chapter 40, section 21D, entitled "Non-criminal Deposition", empowering the Building Inspector,Plumbing/Gas Inspector, and the Wiring Inspector the authority to issue set fines on any person or property which violates the Town of Burlington general bylaws and the Town of Burlington zoning bylaws.

| | |
|---|---|
| Non-criminal Tickets Issued | 121 |
| Warnings Issued | 19 |
| Court Order Dismissals | 43 |
| Fines Posted | $11,350.00 |
| Fines Paid | 1,500.00 |
| Fines Still Outstanding | $9,850.00 |

Respectfully submitted,

Francis R. Moran
Inspector of Buildings

# WIRING INSPECTOR

I herewith submit my report as Wiring Inspector for the year 1990.

| | |
|---|---|
| Total Fees Posted | $12,154.00 |
| Number of Permits Issued | 580 |
| Total Number of Inspections Made | 777 |

Respectfully submitted,

William E. Fairweather
Inspector of Wiring

# PLUMBING AND GAS INSPECTOR

I herewith submit my report as Plumbing and Gas Inspector for the year 1990.

**PLUMBING**

| | |
|---|---|
| Total Fees Posted | $28,206.00 |
| Number of Permits Issued | 451 |

**GAS**

| | |
|---|---|
| Total Fees Posted | $1,550.00 |
| Number of Permits Issued | 166 |

**SEWER**

| | |
|---|---|
| Total Fees Posted | 1,075.00 |
| Number of Permits Issued | 45 |
| Total number of plumbing and gas inspections made, 1990 | 1,147 |

Respectfully submitted,

William Callahan
Inspector of Plumbing and Gas

# VETERANS SERVICES

Center School - Room 212
Office Hours: Monday through Friday 8:30 a.m. to 4:30 p.m.
Evenings/Weekends by appointment.

**RECEIPTS:**

| | |
|---|---|
| State reimbursements for 1990 | $22,171.50 |
| Federal VA Awards Handled through our office for Burlington Residents | 53,834.00 |
| Number of veterans in Burlington-1990 | 2,508 |

This office provides service in a variety of areas, among which are the following:

1. **VETERANS BENEFITS** — Massachusetts General Laws Chapter 115 grants eligible Burlington veterans and their dependents food, clothing, shelter and medical care. The costs of these benefits are usually borne twenty five per cent (25%) by the community and seventy five per cent (75%) by the State. In certain instances money is recovered from the veteran if he or she later receives compensation settlements, court judgements or other qualified proceeds. These benefits are intended to be temporary in nature and not a full time support system. The definition of veteran is provided in MGL Chapter 4, Section 7, Clause 43.
2. **VETERANS ADMINISTRATION** — US Code, Title 38 directs federal benefits to eligible Burlington veterans and their families. These include pensions, disability compensation, final expenses, education, hospitalization, mortgage assistance, outpatient care and domicilary care. Introduction, exploration, evaluation, assistance and counseling are offered at the local level to facilitate access to these programs.
3. **DECEASED VETERANS** — Assistance is offered to families of deceased veterans in reviewing available benefits, filing for government life insurance, obtaining burial allowances and markers, and obtaining burial lots in Chestnut Hill Cemetery. Each veteran's grave was inspected prior to Memorial Day with the help of Harry Enos and he was complimented and thanked for his excellent caretaking.
4. **GRAVES OFFICER** — Section 9 of Chapter 115 MGL requires flags of the United States to be placed on graves of deceased veterans each Memorial Day. Cooperation in this responsibility has always been afforded by the Town's Cemetery Department. Individual markers and wreaths are purchased for the graves and for the sixteen commemorative monuments.
5. **ALLIED VETERANS COUNCIL** — The Veterans Agent is a member of the Burlington Allied Veterans Council comprised of representatives of the American Legion Post #273, VFW Post #7423, DAV Post #113 and

the Burlington Detachment of the Marine Corps League. Much effort is put forth to insure proper observances of Memorial Day and Veterans Day. The Council further conducts Poppy (Forget-Me-Not) sales through its member organizations at the Town's election sites. Veterans Day 1990 the Council donated the American Flag and State Flags with stands to be used at the new Burlington Fire Department. Yellow ribbons were placed on trees by Mrs. Lorraine Outerbridge, Charlie Myers and others on behalf of all the young men and women now serving in the Persian Gulf or soon to be serving there. Memorial Day 1990 was warm and beautiful as a large gathering of citizens paid homage to the fallen veterans of wars past.

6. **VETERANS AFFAIRS** — Numerous consultations with local veterans regarding employment possibilities, rehabilitation through various programs including the State and Federal Outreach Centers, individual problems, effects of new legislative proposals and updating of existing programs continue to claim a proportionate share of the time spent by the office. The recession in our area has increased the number of veterans out of work and searching for gainful employment. This agent continues as legislative agent for the Massachusetts Veterans Service Agents Association which tries to oversee, and lobby for, various legislative bills and the budget for the Department of Veterans Affairs. This office is also a member of the Middlesex County Veterans Agents Association which exists to keep its members up to date of the changing rules, regulations and statutes of the State and Federal governments as pertain to veterans and their dependents.
7. **FUEL ASSISTANCE** — Eligible Burlington residents under sixty years of age apply for this State/Federal program through this office. As of January 9th, 1991 over 150 families will have received funds for the 1990/1991 fuel season.
8. **SURPLUS FOOD PROGRAMS** — This office, with volunteer help, distributed tons of surplus food products to needy Burlington residents. Egg mix, peanut butter, beans, flour, corn meal, honey, rice, butter and pork were among the items received by those who came to Town Hall (prior to October 1990). Further disbursements were made at Tower Hill and Birchcrest Arms. The offering is made through the Department of the Interior on a quarterly basis for those needy persons who are income or categorically eligible. The Recreation Department under Jim Marchese is to be commended for their services to this program by picking up the commodities in Boston and getting out here to the recipients. Miriam Malkasian, Paul Christiansen, Harold Smith, Mr. and Mrs. Foster and George Kepple all faithfully assist as well as others.
9. **PEOPLE HELPING PEOPLE** — This office is also a member of People Helping People, a non-profit organization governed by a Board of Directors and supported by funds and gifts from the greater Burlington community to assist those less fortunate throughout the year. Well over 100 families were assisted in 1990.
10. **CIVIL SERVICE/LABOR SERVICE DIRECTOR** — This office has full responsibility under Department of Personnel Administration rules and regulations for positions under the Labor Service. Persons wishing to apply for Civil Service positions under the Labor Service may do so by coming to our office and filling out the proper application. A person then receives his/her Civil Service number and pending requisitions from the various departments for job openings, will be on the eligible list. Appointing authorities will continue to exercise their existing functions as will the State Division of Personnel and the Civil Service Commission on appeals, tests and disciplinary hearings.
11. **NATIONAL ORGANIZATION ON DISABILITY** — This office has been appointed by the Selectmen as Representative for Burlington to the National Organization on Disability Community Partnership Program (CPP). Comprehensive new legislation was signed by President Bush on July 26, 1990 which has far-reaching implications concerning people with disabilities. (ADA - American with Disabilities Act) Town Administrator, David Owen has asked that as a first step this office organize and complete a survey of municipal buildings (not including Public School Buildings) to ascertain their accessibility.
12. **GENERAL** — Our new offices are located at the old Center School now numbered 61 Center Street, second floor, Room 212. We are pleased that we have more room and can provide better surroundings for those persons who need our services, particularly those who may be with us to discuss a lost loved one or need counseling. We are located as part of the Human Services Building; Senior Citizens, first floor, Recreation Department next door, Board of Health, Public Health Nurses office, and the Burlington Community Life Center down the hall.

It is requested that appointments be made if at all possible to allow the most efficient allocation of time to these many programs. We are but a two person office and it requires us to plan carefully to accommodate the various requests for veterans assistance or food distribution or Civil Service requisitions, etc.

Lastly, thanks again this year to all who have volunteered help in our programs, to the Veterans Administration, the State Office of Veterans Services, Harry Enos and the Cemetery Department, Jim Marchese and the Recreation Department, Steve Duke and Civil Defense, Paul Arseneault and the custodians, and Bob Lochiatto and the Allied Veterans Council.

Respectfully submitted,

Ronald C. MacKenzie, Director



L to R: Bernie Pekala, Harry Enos, Bill Nicholas — Memorial Day 1990.

# COMMUNITY LIFE CENTER

The Burlington Community Life Center is a Town Department with the responsibility of providing mental health and social services to families with adolescents and young adults. BCLC also provides information and referral services for ALL Burlington residents of any age.

The BCLC has been in operation since 1974, when it became a Town department. Prior to this, the agency opened under the name of House of Common in 1972.

The BCLC works with adults and young people on such diverse problems as drug and alcohol use, parenting skills, family conflict, marriage and relationship problems, depression and suicide, neglect and the like. The BCLC is funded by the Town in order to provide free services to residents.

The BCLC offers individual, group, and family therapy services to residents of the town , and our philosophy is oriented toward involving entire families in treatment whenever possible. Since it is within the family that these problems are most acutely felt, and these same families often possess the best and most available resources to resolve these problems, we believe that family therapy is often the most useful and effective means of treatment.

Our services are available by referral or by personal contact with the BCLC staff during its office hours of 9 a.m. to 5 p.m. Monday through Friday (telephone #270-1961) including walk-ins during the daytime hours when staff are available. Evening appointments can be scheduled for working family members, but must be arranged by contacting the BCLC offices during the daytime hours.

During evening hours and on weekends, the BCLC's telephone answering machine will collect messages for staff members and refer callers to a 24-hour back-up emergency mental health service, if there is an immediate crisis which cannot wait until staff are available.

**INTERDEPARTMENTAL/ AGENCY COLLABORATION:**

BCLC staff work collaboratively with other Town departments and other mental health and social service agencies. Peggi Stallings Durand, BCLC therapist, served with Dr. Suffredini, high school principal, as co-chair of the Town's Drug & Alcohol Task Force during the 89-90 academic year. In June, 1990, Ms. Durand was reelected as co-chair along with Dennis Thompson, the Police Department's Youth Services Officer.

Miriam Weisberg and Peggi Stallings Durand also conducted a training session at the request of the Recreation Department for its summer camp staff. This training was designed to assist staff with the challenges of managing youths' problems and behavior.

Ms. Durand and Charles Franich have also worked very hard with the School Department, in particular, Ellie Packer, in developing a Peer Alcohol Education Program with over one hundred juniors and seniors at the high school. The design of this program has been in demand by schools across the state as a model for others interested in attacking the problem of substance abuse.

BCLC staff also regularly met with members of the Burlington Clergy Association and were involved in local and regional meetings of agencies and programs concerned with mental health or social services (Department of Mental Health, Department of Social Services, and other adolescent service organizations: Arlington Youth consultation Center, Woburn Council of Social Concern and Replace of Lexington).

**SOCIAL SERVICES:**

The BCLC also offers ALL Burlington residents a range of social services including the administration of resources offered through People Helping People, Inc. The BCLC has been involved on the Board of Directors of PHP. This is an umbrella organization made up of community volunteers who help oversee and coordinate three established groups: Burlington Santa, Covenant for Basic Needs, and the Community Pantry. Many residents are already aware that the Santa program helps families during Christmas. However, some other extensions of this program have been to help needy families with summer camperships, back-to-school clothes, and the like.

The Covenant for Basic Needs is managed by the PHP Board and works with the Clergy Association providing limited help for those residents experiencing financial emergencies. The BCLC staff is generally asked to help screen those applying for this assistance.

Similarly, we help screen applicants to the Community Pantry for those families experiencing emergency food shortages. The Pantry also provides holiday food baskets for residents in need.

We would again like to make special note here of the tireless efforts and special dedication of Miriam Malkasian for her involvement in the Community Pantry. Mimi has continued to serve as chairperson of People Helping People and has provided the backbone for this service organization. Our thanks to Mimi, members of the PHP Board and all those residents who contributed time, talent and money to help PHP through another year.

BCLC also maintains an extensive information and referral service to assist ANY resident in locating the particular social service a resident may require. BCLC staff have assisted young

people and their parents in situations requiring hospitalizations, finding appropriate emergency or residential care, fostercare and the like.

STATISTICAL NOTES:

A range of 180-200 people per month received counselling services.

**Caseload Age Distribution (12 months):**

| | | |
|---|---|---|
| 118 | Adults (26 & older) | |
| 38 | Young Adults (18-25) | |
| 30 | High School Age | (14-17) |
| 48 | Middle School Age | (11-13) |
| 12 | Elementary Age | (5-10) |
| 2 | Pre-school | (4 & younger) |
| 248 | Total | |

**Treatment Modality:**

| | | |
|---|---|---|
| 110 | Family Treatment | |
| | 58 | Adults |
| | 52 | Adolescents & Children |
| 70 | Individual Treatment | |
| | 33 | Adults |
| | 37 | Adolescents & Children |
| 45 | Team Treatment | |
| | 24 | Adults |
| | 21 | Adolescents & Children |
| 29 | Group Treatment | |
| | 29 | Adolescents & Children |

Referral Sources: 33% of our referrals came from the School Department, the bulk of these from the middle school, then the high school.

18% approximately, referred themselves to BCLC because they were already aware of who we were; a majority of these self-referred clients were former clients who returned to deal with new issues and because they were happy with the services provided previously.

5% were referred by a friend and about 71% of these friends had been clients at BCLC and recommended our services.

5% were referred by family members.

**20% referred by the community:**

| | |
|---|---|
| 8 | cases by clergy |
| 1 | case by Psychiatric Emergency Service |
| 12 | cases by Dept. of Social Services |
| 4 | cases by the Veterans Administration |
| 1 | case by a lawyer |
| 1 | case by the police |
| 1 | other |

**20% were referred from other sources:**

| | |
|---|---|
| 15 | psychiatric hospitals |
| 19 | other therapists or mental health clinics |
| 18 | in-house referrals (i.e., youth in group referred for family treatment) |

There is evidence of a broad base of support in the community as more people are aware and confident in BCLC's therapeutic services.

OTHER COMMUNITY SERVICES:

As in previous years, the BCLC provided administrative and other support to a number of programs in the community of benefit to Burlington residents. The coordination of the FISH program matches residents in need of transportation services with volunteer drivers. Over 399 rides were provided through this service. The BCLC provides office space and support to such programs as Young Persons Alcoholics Anonymous, the Children's Hearing Project, Superior Court Probation Officer, the Massachusetts Rehabilitation Commission and the like. Over the past year, hundreds of Burlington residents have made use of these programs.

TRAINING:

The BCLC provides training to graduate student interns as a part of their professional education, as well as to qualified community residents who volunteer their services to the Life Center. BCLC has provided field placement training to graduate students from Boston University, Simmons College, Lesley Graduate School, Tufts University and Northeastern University.

BOARD OF DIRECTORS:

The Board of Directors at the Community Life Center continued their involvement during 1990 and I deeply appreciate their help and support.

Board members for 1990 included:

| | |
|---|---|
| Mike Howard, Chairperson | Rev. John Crispo |
| Betty Murphy, Vice-chair | Joanne Fitzpatrick |
| Terry Bishop | Sandie McNeal |
| Robert Conceison | Russ Peterson |
| Ellen Cox | Barbara Ryan |

SUMMARY

The most difficult event this year was when we were informed that Jane Burgess would be laid off in November. Jane's position had been funded by the State since June, 1987 and was cut abruptly due to the State's fiscal problems. This was very troubling news for Jane's clients who had come to trust Jane's important and sensitive work. We made a request that the Town fund this position through June, 1991 to allow for Jane's clients and the agency to deal with this significant loss of staff.

The most obvious change this year was our relocation back to the Center School in June, 1990. We had originally left our old

office space on the first floor of the Center School to allow for renovations in February, 1988. The fire in February, 1989 delayed our return to the Center School by almost a year-and-a-half. Though it was a long wait that presented many challenges, we have enjoyed and appreciated our new space very much.

The tone and morale among the staff continues to be very positive and we all look forward to another year of service to town residents. Our thanks to the many in the Town who have supported this agency.

Respectfully submitted,

Wesley M. Simons,
Executive Director

# COUNCIL ON AGING

The Council on Aging is a Town department organized and funded in 1967 by vote of the Town Meeting to carry out programs designed to meet the problems of the elderly in coordination with the Massachusetts Commission on Aging. It has done so to a remarkable degree since then, working closely with the Executive Office of Elder Affairs with suppliers of services such as Minuteman Home Care, and in cooperation with other units of town government such as the School Department.

What the Council on Aging offers to Burlington's senior citizens has been described in some detail in previous Town Reports and need not be duplicated here. Suffice it to say that the Meals Program is working well, the Intergenerational Program is continuing, the tax and insurance counselling has regular scheduled days, and the COA van, a new one this year, is operated five days a week to service those elderly who have no means of transportation to or from the Center or to keep various appointments within the town limits.

The big news of the year is that the Council on Aging finally has moved into its new quarters in the renovated old Center School. That building started out as Burlington's first High School in 1939. It later became home to the Burlington School Administration and the Recreation Department. Scheduled for town offices when the School Department moved out, the old building was in the process of a two million dollar renovation when fire destroyed the former auditorium wing in February 1989.The Kelly-Murray Wing had been added to the original structure by gift of Richard Kelly and Robert Murray in memory of their families and had been opened with some fanfare the previous summer. The fire brought everything to a halt, including the move to new offices and living space and any activities scheduled for the Wing.

Now, since July 9th, the COA is operating in a truly professional manner in clean new quarters with an office for the Coordinator, Jeanne Garrett, office space for the two part-time secretaries, with small rooms for various services and a small conference room.

What is most impressive is the Kelly-Murray Wing with its dramatic mural of an old Winn farm drawn by William McNamara, a farm where young Bill worked as a boy; the new audio system whose installation was supervised by Paul McBay; and the new and up-to-date facilities for the popular Thursday afternoon Bingo games. Its main function at the moment is as a dining room. Larry Giannetti has been most helpful in this respect.

Within the walls of the old school is a modern kitchen where Kay Cavanaugh serves from 25 to 60 hot meals each working day with the help of many interested and dedicated seniors, too many to mention here; the Exercise Room, now used almost continually under strict supervision and on a regular scheduled basis, the equipment bought with a grant of $10,000.00 from the Lahey Clinic; the so-called Reading Room which offers only a small collection of reading material at present but which does have a television and a small computer, both donated for use by the elderly and the Game Room with its pool table and several card tables, a room in almost constant use from early morning to closing. The well-lighted hallway sports a scene of Boston Harbor during the visit of the Tall Ships several years ago, and to make the facility more delightful, green plants have been placed here and there throughout the COA area. The room close to the elevator, once thought to be used for an expanded elderly care program at some future date, has been given over for small town group meetings with a corner of the room countered of for use by Eleanor O'Connell, Coordinator of the People Mover, Burlington's local busing program.

All of this has pleased the Burlington Seniors who have visited and/or used the airy facilities. But they, too, mourn the passing of several colleagues, two of whom did so much to bring to fruition this modern facility with its many services. Elmer J. Morrison died in December and Marguerite Petrone died in May. Other involved seniors also have passed on but those two are especially worthy of mention.

The COA Board wishes to express its gratitude to the many citizens of Burlington, young and old, in government and out, in school, in business and in retirement, who have so generously contributed in one way or another to the successful completion of this refuge for its senior citizens.

Respectfully submitted,

John E. Fogelberg, Chairman
William McNamara, Vice Chairman
Mary McBay, Secretary
Helen Humphrey, Treasurer
Margaret Brunt
Winifred Enos
Rosemary Farrell
Jane Laboda
Jane Skelton
Mary Smith
Jeanne Garrett, Coordinator

# DEPARTMENT OF WEIGHTS AND MEASURES

Whenever a commodity becomes in short demand or if the price increases drastically in a short period of time, consumers become more aware of their purchases. This year it was gasoline that went up almost 50% in a three to four month period. If you used a credit card and requested "full service" — the price per gallon increased even more.

More complaints were received by this office regarding gasoline sales than any year in the past. All complaints were checked out and almost all were found to be erroneous. Each year this office checks and seals every gasoline pump that meets the required tolerance and the tolerances are extremely limited. Only 7 cu. in. over or under the shown registration on the pump meter is acceptable for five (5) gallons of gasoline tested. Usually half of the pumps are over registration and half are under registration, but within tolerance, so they all even out. However, if all the pumps are found to be over registering, then they must all be recalculated and adjusted. Gasoline pumps are precision instruments and are rarely out of tolerance. Have you noticed how many service stations have gone to self-service and the number of pumps they had previously has doubled or tripled? These increases add more annual unit inspections for this Department.

This year a total of 373 measuring or weighing devices were inspected and sealed and a total of $1,088.00 in fees collected were turned in to the Town Treasurer's Office, another record high for this Department.

I wish to thank Syamalendu Chaudhuri, Superintendent of Public Works, for laying out a one mile course in 1/10th mile increments on a Town Way in order that the Taxi Meters could be checked and sealed. This is a new and first time inspection for this Department; however, Taxi Meters will now be inspected annually by this Department.

If you have a consumer complaint involving the sale of an item that is sold by weight or measure — call this office, as a consumer did this year, to complain that the steak he purchased at a local restaurant did not appear to be one pound as advertised. The complaint was checked out and the steaks sold do weigh one pound or more before being broiled and served to the customer. Another new and first for this Department.

Respectfully submitted,

Alfred D. Laing
Sealer

# TREASURER/COLLECTOR

The Town of Burlington completed its fourth revaluation of property to full and fair cash value as of 1-1-90 for fiscal year 1991. The total value of all property in the town after revaluation was $2,392,240,830. This represents a 5.5% increase over the last three years or an average value increase of $41,243,670 annually. This shows that our growth in property values and development has slowed compared to the 1984 to 1987 period. We are still very fortunate to have any growth during this period. Most communities did not experience any significant growth.

Under the classification of property, the town has two rates it uses to allocate the tax burden effectively. Below is the breakdown of taxes levied for fiscal year 1991 for the Town of Burlington.

The Real Estate and Personal Property commitment for fiscal year 1991 totaled $31,997,881. The motor vehicle excise tax commitment for calendar year 1990 totaled $1,665,408. Deputy Collector, Paul Kelley, reported collections on delinquent taxes for 1990 of $161,424.

The national and local economy continued to decline in 1990 to the point where everyone realized we were in a recession. The slowdown in business has resulted in poor revenue collections on a state-wide basis, forcing the new Republican governor to estimate a 10% reduction in local aid to cities and towns. This will result in revenue loss of approximately $549,000 in State Aid. This was forecasted by the town in our five year planning, therefore the town is prepared to make the necessary cuts in services to balance the budget.

The Town Meeting voted in favor of bonding the purchase of the Seminatore property for general municipal purposes. This property consists of 12.7 acres of land located at 82 Bedford Street and was purchased with general obligation bonds for $1,700,000 dated 4-15-90 which will be paid off in fifteen years on June 15, 2005.

Town Meeting also voted to purchase the Burlington Ice Pallace which is owned by Graham Associates. The vote was to bond $1,550,000 over twenty years. The purchase price of the rink was $1,250,000. The remaining $300,000 was voted for capital repairs to the building such as new compressors, install new boards around the ice and to repair a frost heave in the floor. The Town Meeting also voted to establish an enterprise fund whereby the revenues generated by the rental of the ice skating facility will pay all operating expenses as well as the bonded debt payment. The town will hire a management company to manage the facility and to turn any excess revenue over to this enterprise fund.

The current financial estimates show that this proposed purchase will not add any additional tax burden to residences and

businesses. I believe that it will be a money making proposition for the town in years to come and that any excess funds generated could be voted out of the enterprise fund by Town Meeting to either improve the existing property or fund other recreational programs. This purchase was an investment in the youth of Burlington. Ninety percent of the contracted ice time is paid for by youth programs. This decision will go a long way to provide positive recreational programs for our youth.

The Town of Burlington's Health Insurance claims for 1990 exceeded premiums collected by $85,000. This was the first year since 1987 that the town lost money on its self insurance program, due to the large claims that were unavoidable. The law changed concerning the monthly contributions employees enrolled in HMO plans must pay. Employees are now required to pay a minimum of 10% of the monthly premiums owed for health insurance benefits. Any employee paying more than 10% of their monthly premium as of January 1, 1990 would continue to pay the same percentage monthly until their collective bargaining unit negotiates any change. The Town of Burlington employees pay more than 10%, therefore their contribution percentage remains frozen until June 30, 1992.

Blue Cross/Blue Shield changed its underwriting guidelines with the Division of Insurance in 1990. When an account fails to maintain a minimum of 20% participation of eligible active employees in the indemnity program, Blue Cross and Blue Shield will give the account sixty days to comply. The Town of Burlington was able to meet this minimum requirement as of January 1, 1991. If it had not, Blue Cross and Blue Shield could have cancelled our indemnity contract. The Town is working on a strategy to help develop a health insurance program that can adjust to changes in the law and new enrollment requirements that could make health insurance benefits more costly.

The following is a listing of gross and net payrolls. Also included are the withholdings for the years 1986 through 1990.

The town can only levy an additional $800,000 in taxes before it reaches its levy capacity. This means that the town's ability to have sufficient revenues to meet its annual budget projections will be very difficult.Combine that with decrease in State Aid and the Town of Burlington will have a problem maintaining both the same level of services and work force. If the economy continues to decline in 1991 this will place a strain on our tax base. The town must begin to explore the possibility of downsizing its work force and eliminating some services if we are going to adjust to these difficult financial times. I believe that by working together in a team approach our elected and appointed officials can develop the necessary strategy to present to Town Meeting a budget and tax rate that is both reasonable and financially responsible.

Respectfully submitted,

Brian P. Curtin
Treasurer/Collector

**Staff:**

| | |
|---|---|
| Phyllis VanWart | Barbara Toland |
| Theresa Smith | Virginia Gallagher |
| Dorothy Pattie | Madeline Griffin |
| Andria O'Shea | Mary Whalen |
| Lisa Pollicelli | Andrea Mahoney |

**SCHEDULE**

| (A) Class | (B) Levy Percentage | (C) Levy by Class | (D) Valuation by class | (E) Tax Rate |
|---|---|---|---|---|
| Residental | 36.5633 | 11,699,658.96 | 1,329,506,700 | 8.80 |
| Commercial | 48.2975 | 15,454,025.83 | 809,111,300 | 19.10 |
| Industrial | 12.0442 | 3,853,854.75 | 201,772,500 | 19.10 |
| SUBTOTAL | 96.9050 | 31,007,539.54 | 2,340,390,500 | |
| Personal | 3.0950 | 990,341.30 | 51,850,330 | 19.10 |
| Total | 100,000% | 31,997,880.84 | 2,392,240,830 | |

| | 1986 | 1987 | 1988 | 1989 | 1990 |
|---|---|---|---|---|---|
| **GROSS PAYROLL** | 21,236,504.42 | 23,275,539.08 | 24,436,012.95 | 26,990,145.62 | 28,184,868.99 |
| **WITHHOLDINGS** | | | | | |
| **Federal Tax** | 3,410,325.15 | 3,568,667.09 | 3,566,151.66 | 3,781,674.73 | 3,737,018.39 |
| **State Tax** | 991,046.50 | 1,040,853.38 | 1,109,318.56 | 1,284,493.99 | 1,491,761.32 |
| **County Retirement** | 539,214.22 | 593,611.03 | 661,505.35 | 765,152.60 | 847,721.27 |
| **Teachers Retirement** | 529,611.80 | 576,311.43 | 605,200.71 | 666,999.67 | 696,569.21 |
| **Chap 32B Health Ins.** | 480,111.38 | 476,491.46 | 361,657.08 | 536,278.80 | 703,599.16 |
| **Credit Union** | 2,355,291.46 | 2,482,736.41 | 2,627,052.25 | 2,900,240.20 | 3,074,704.62 |
| **Tax Annuities** | 263,948.00 | 293,473.72 | 252,292.30 | 281,330.90 | 287,517.69 |
| **PEBSCO** | 54,288.00 | 305,800.62 | 396,657.18 | 480,816.82 | 476,726.30 |

| | | | | | |
|---|---|---|---|---|---|
| **Teachers Association** | 78,228.34 | 79,073.38 | 77,655.37 | 85,737.63 | 87,768.68 |
| **Union Dues** | 60,752.48 | 63,097.06 | 69,171.12 | 71,217.87 | 170,205.64 |
| **Suspense** | 21,864.00 | 30,191.21 | 31,500.00 | 36,290.25 | 43,959.18 |
| **United Way** | 3,199.02 | 3,172.60 | 4,083.77 | 6,485.32 | 5,996.66 |
| **Life Insurance** | 32,260.31 | 34,437.00 | 36,170.75 | 37,407.03 | 61,500.22 |
| **Medex Hosp. Ins.** | 6,730.47 | 24,663.19 | 44,717.12 | 67,454.28 | 84,756.04 |
| **Total Withholdings:** | 8,826,871.13 | 9,572,579.58 | 9,843,133.22 | 11,001,580.09 | 11,769,804.38 |
| **Net Payroll:** | 12,409,633.29 | 13,702,959.50 | 14,592,879.73 | 15,988,565.53 | 16,415,064.61 |

# BOARD OF ASSESSORS

During calendar year 1990 the Board of Assessors completed the Town's fourth triennial Revaluation of Real and Personal Property. Real Estate Research Consultants, Inc. was contracted to perform the revaluation of all properties; Residential, Open Space, Commercial, Industrial and Personal Property for Fiscal Year 1991. The values were certified by the State Department of Revenue to be 100% full and fair cash value as of 1/1/90.

The Assessors' staff had a busy year. In addition to the Fiscal Year 1991 Revaluation, the office staff processed 570 statutory exemptions, 365 deed transfers, 720 building permits and 25,500+ motor vehicle and trailer excise tax bills. The office received approximately 386 real estate over-valuation applications and approximately 28 personal property over-valuation applications due to the Revaluation. The office is working on these applications at this writing.

The Assessors thank the Assessing staff, Russell Washburn, Patricia Golden, Rita Arseneaux and Anita Poskus for their hard work in an ever-expanding work load. Again, it is difficult to express our sincere appreciation to these people without whose efforts this office could not function.

Respectfully submitted,

Timothy J. Cosgrove,
Chairman
John W. Dillon,
Vice Chairman

# PLANNING BOARD

## RESPONSIBILITIES

The Planning Board was established by a vote of Town Meeting in 1939 in accordance with Massachusetts General Laws and the first Board was elected in 1940. The Board normally holds regularly scheduled meetings on the first and third Thursdays of each month. As required by the number of applications, the circumstances of a specific application, or the need to consider specific issues or topics, the Planning Board also holds additional special meetings.

The Board is responsible for:

1. Current Planning: By State law, the Board is responsible for the exercise of subdivision control law in Burlington and has, in the absence of superseding Court action, final authority regarding subdivisions and Approval Not Required plans (certification that a land division is not subject to subdivision control law). By authority delegated by Town Meeting through the Zoning Bylaw, the Board is responsible for making decisions on site plans, site plan waivers and special permits. The Planning Board also conducts public hearings and makes recommendations to Town Meeting regarding applications for changes in zoning districts and for amendments to the text of the Zoning Bylaw.

2. Long Range Planning: The Planning Board initiates planning studies to identify existing and future land use problems and propose courses of action to address such problems. To implement the recommendations of planning studies, or in response to changes in state or federal law, the Planning Board directs the preparation of proposed amendments to the Zoning Bylaw and Planning Board Rules and Regulations and conducts the public hearings required for adoption.

## ORGANIZATION AND MEMBERSHIP

As the result of the Annual Town Elections in April 1990, Mr. Ernest E. Covino and Mr. Paul R. Raymond were both elected to serve on the Planning Board, each for a five (5) year



term. In April of 1990, Mr. Robert Stryke completed his five (5) year term as a Planning Board member. Mr. Stryke made many fine contributions while a member of the Planning Board, and he will be greatly missed by those who served with him.

The Planning Board's officers and committee appointments following the April 1990 election and Board reorganization were as follows:

**OFFICERS:**

| | |
|---|---|
| Francis J. Taft | Chairman |
| Peter J. Coppola | Vice Chairman |
| John D. Kelly | Member Clerk |

**COMMITTEE MEMBERSHIP:**

| | |
|---|---|
| Alfred D. Laing | representative to Tri-Town Growth Committee |
| Alfred D. Laing | representative to Sign Bylaw Committee. |
| John A. DeFrancesco | representative to Housing Partnership Committee. |
| Ernest E. Covino, Alt. Peter J. Coppola | representative to Recreation Commission. |
| Francis J. Taft | representative to Chairman's Committee. |
| Terry S. Szold (Planning Director) | Planning Board Designate to the North Suburban Planning Council (of MAPC). |

**PLANNING BOARD SUBCOMMITTEES:**

Zoning, Site Plan, and Subdivision Rules & Regulations Revision Subcommittee:

John A. DeFrancesco
John D. Kelly
Paul R. Raymond

**STAFF:**

Terry S. Szold, Planning Director
John B. Ayer, Assistant Planner
Diane D. Andrade, Senior Clerk
Barbara B. Cox, Recording Clerk

**MAJOR PLANNING INITIATIVES IN 1990**

Revision of Parking and Loading Regulations - Zoning Bylaw Amendment

In April of 1990, the Planning Board began to discuss and examine the need to revise the parking and loading regulations contained within the existing Zoning Bylaw. The examination and discussion largely emerged from the Board's experience in attempting to reduce both surplus parking spaces and single occupancy vehicle trips related to new development within the Town.

In May of 1990, a subcommittee of the Planning Board, comprised of Planning Board members John Kelly, Paul Raymond, and Planning Director Terry Szold, was formed to develop a draft Zoning Bylaw on this subject for full Board

consideration. This work was concluded in August of 1990. On September 6, 1990, the Planning Board held a Public Hearing on the proposed Zoning Bylaw amendments, and recommended favorably to Town Meeting on the adoption of the amendments contained in Warrant Article presented at the May 17, 1990 Town Meeting.

The general goals of the new parking Zoning Bylaw amendments proposed by the Planning Board were as follows:

1. To provide adequate parking for various land uses.
2. To prevent the creation of surplus parking which contributes to increased traffic generation.
3. To encourage the use of transportation management systems and plans to reduce single occupancy vehicle trips.
4. To increase use of public transportation and high occupancy vehicle utilization.
5. To reduce the creation of impervious surface areas in the Aquifer and Water Resource District.

The actual mechanics of the revision of the parking regulations primarily involved adjusting the parking space ratios of non-residential land uses so that a smaller ratio of parking per square foot of commercial and industrial development would be permitted. A special permit provision was also included in the Bylaw, which would allow the maximum parking ratios related to commercial uses to be increased only if the Planning Board made certain transportation demand management and public interest findings. Similarly, a special permit provision was also included to allow the minimum parking space ratios for a variety of land uses to be decreased if the Planning Board deemed proposed parking space provisions to be adequate.

A companion to the revised parking Zoning Bylaw regulations contained within the Warrant Article presented to Town Meeting on this matter, was language to delete Subsection 4.3.2.16 "Parking Area for more than 200 spaces" from Article IV of the Zoning Bylaw. This amendment was suggested by Town Counsel since prior litigation identified this provision as being difficult for the Town to defend.

Further, Town Counsel believed that with the new parking regulations contained within the new Zoning Bylaw amendment, the Board would be able to regulate parking in a more comprehensive manner.

Town Meeting adopted the proposed Zoning Bylaw amendments at the September 17, 1990 Town Meeting. As a result of this new Zoning Bylaw, the Planning Board and staff is currently reviewing site plans with smaller amounts of paved areas for parking related to existing development proposed for alteration and expansion, as well as reduced parking areas related to new development.

Listed below is a comparison of the parking ratios established by the new parking Zoning Bylaw amendments, and the parking space ratios previously established in Zoning Bylaw for three selected non-residential land uses.

**OLD REQUIREMENT**

**Office Uses**

One (1) parking space for every three hundred (300) square feet of Gross Floor Area.

**NEW REQUIREMENT**

**Office Uses**

A minimum of two and one half (2.5) parking spaces for every one thousand (1,000) square feet of Gross Floor Area of Office Use, and a maximum of three (3) parking spaces for every one thousand (1,000) square feet of Gross Floor Area of Office Use.

**OLD REQUIREMENT**

**Retail Business Uses**

One (1) parking space for every two hundred (200) square feet of Gross Retail Floor Area.

**NEW REQUIREMENT**

**Retail Business Uses**

A minimum of four (4) parking spaces for every one thousand (1,000) square feet of Gross Floor Area of Retail Use, and a maximum of four and one half (4.5) parking spaces for every one thousand (1,000) square feet of Gross Floor Area of Retail Use.

**OLD REQUIREMENT**

**Manufacturing and Industrial Uses**

One (1) parking space for two hundred (200) square feet of Gross Manufacturing and Assembly Space.

**NEW REQUIREMENT**

**Manufacturing and Industrial Uses**

A minimum and maximum of two and one half (2.5) parking spaces for every one thousand (1,000) square feet of Gross Floor Area of Manufacturing and Industrial Use.

**Other Planning Initiatives and Activities**

Given the complexity and magnitude of various development proposals which are submitted to the Planning Board and staff for review, the ability of the Board to hire outside consultants with particular expertise in such areas as traffic engineering and drainage design is considered essential.

On December 8, 1989, Chapter 593 of the Acts of 1989 became effective. This chapter was entitled "An Act Relative to

the Establishment of Special Accounts for Municipal Boards", and specifically authorized various municipal boards, including Planning Boards, to collect from applicants "Project Review Fees". "Project Review Fees" would enable a Planning Board to hire outside consultants to assist in the review of site plan, subdivision, and special permit applications, and to deposit such fees in a revolving fund for such regulatory review. Such "Review Fees" would be held separately and apart from normal application fees which are deposited into the Town's general fund.

Review Fees which are collected in relation to a given application are deposited by the Town Treasurer into a special account. The account is established for the sole purpose of funding a review of a given development application by an outside consultant when deemed necessary by the Planning Board. Any unused funds remaining in the account after the conclusion of the project review are returned to the applicant.

In the Spring of 1990, the Planning Director prepared draft "Project Review Fee" regulations for the Planning Board. After review by the Planning Board and Town Counsel, and after holding a public hearing on June 21, 1990, the Planning Board adopted amendments to its Site Plan and Subdivision Rules and Regulations to allow for the collection of such Review Fees. Further, the Board also adopted on June 21, 1990, Special Permit Rules and Regulations similarly authorizing the collection of such fees.

Other long-range planning activities included the work of Board member John DeFrancesco and the Planning Director with the Burlington Housing Partnership Committee. This work involved the assessment of three municipally owned parcels (and Housing Authority owned parcels) for affordable housing development, and analysis by a consulting firm which is in the process of developing conceptual plans for each parcel. This project is part of a Municipal Advance Grant application which was funded by the Executive Office of Communities and Development (EOCD) in January of 1990, and which the Planning Director substantially prepared on behalf of the Housing Partnership Committee.

## DEVELOPMENT APPLICATIONS

Major applications reviewed or under review by the Planning Board in 1990 included a site plan to approve a 86,145 square foot retail development proposed by the Gutierrez Company for 91, 101, 111 Middlesex Turnpike; site plan and special permit applications submitted by Dundee Park Properties for a 60,150 square foot self-storage facility at 92 Middlesex Turnpike (applications were withdrawn); and a 1,000 space parking garage proposed by Lahey Clinic for its 41 Mall Road site.

The following is a summary of applications for project approvals received by the Planning Board in 1990.

## UNDER SUBDIVISION CONTROL LAW:

### Preliminary Subdivisions

The purpose of a preliminary subdivision plan is to permit the subdivider to submit to the Planning Board and the Board of Health for review and comment a conceptual proposal for the road layout, utilities, drainage and lot lines of a new subdivision. The advantage of such a submission is that the Town has an opportunity to review the plan early before being required to make a final decision on the subdivision, and the subdivider is advised of changes that should be made in the subdivision before incurring the expense of the detailed engineering needed for a definitive subdivision plan. A preliminary subdivision is not required in order to file a residential definitive subdivision plan, but is required for all non-residential subdivisions, and the approval or denial of a preliminary subdivision plan does not limit the actions of the Planning Board in reviewing the definitive subdivision plan.

One (1) preliminary subdivision plan was filed in 1990:

**Residentially Zoned Land**

**Approved:**

- Shannon Subdivision (1989*) — 3 lots, 29.8 Acres — Off Pearl Street — Woburn/Burlington Town Line (Robert Shannon)
- Maureen Drive Extension — 1 lot, 4.29 Acres — End of Theresa Avenue (Thomas E. Murray, Jr.)

*Applications with (*) were filed in 1989, but acted upon in 1990.

### Definitive Subdivisions

A definitive subdivision plan shows specifically how a new subdivision road will be laid out, the location and dimensions of utilities such as water and sewer lines and drainage facilities, and how the proposed lots will be arranged. The Planning Board must review the submitted plan for conformance with the Board's adopted Subdivision Rules and Regulations and the Board of Health's recommendations. The Planning Board must approve the plan unless it does not conform with its adopted regulations or with the regulations of the Board of Health.

Two (2) definitive subdivision plans were filed in 1990; the status of each is as follows:

**Residentially Zoned Land**

**Approved:**

- Theresa Avenue (1989*) — 7 lots, 3.87 Acres — Off Shady Lane (Anthony Santullo, Trustee of Theresa Realty Trust)
- Lots C and D Makechnie Road (1989) — 2 lots, 1.3 Acres — Near Hansen Avenue (Arnold Christiansen)

— Benson Way — 3 lots, 2.57 Acres — 77 Lexington Street (Paul Cabral, Trustee of 77 Lexington Street Trust)
— Center Heights (Amended) — 4 lots, 2.02 Acres — Off Center Street (Major Travers, Corvers Development, Inc.)

*Applications with (*) were filed in 1989, but acted upon in 1990.

**Industrially Zoned Land**

**Pending:**

— Northwest Park II (1989*) — 6 lots, 16.38 Acres — Between Second Avenue and Middlesex Turnpike (Nordblom Company)
— Houghton Mifflin (1989*) — 3 lots, 21.8 Acres — Off Wayside Road (Sentry Realty Trust)
— Blanchard Park (1989*) — 2 Lots, 4.4 Acres — 28 Blanchard Road (28 Blanchard Associates Limited Partnership)

*Applications with (*) were filed in 1989, but acted upon in 1990.

**Approval Not Required Plans (ANR's)**

By State Law, certain divisions of land are not regulated under the full requirements of the Subdivision Control Law, and the Planning Board has no authority to review and approve them as definitive subdivisions. Generally, where all the lots in a proposed land division have the minimum required frontage on an existing road that will provide adequate access to each lot, the Planning Board does not have full subdivision review authority. However, the plan must be submitted to the Planning Board for a determination that full "subdivision approval is not required". If the lots shown have the minimum required frontage and legitimate access, the Planning Board must sign the plan to acknowledge that it is not subject to the full requirements of the subdivision control law, and so that the Middlesex County Registry of Deeds will accept the plan for recording.

There were twenty (20) "Approval Not Required" (ANR) plans filed with the Board in 1990. All twenty were approved.

**UNDER THE ZONING BY-LAW:**

**Site Plans**

Site plans must be filed for the development, redevelopment, or improvement of commercial, multi-unit residential and municipal services projects. The Planning Board reviews the proposals to ensure that the development of each site plan is prepared in a proper manner and will not result in problems with respect to Town utilities or result in adverse impacts on adjacent property.

Twelve (12) site plan applications were filed in 1990. The status of applications reviewed in 1990 is as follows:

# SITE PLANS REVIEWED IN 1990

| **Approved:** **Applicant** | **Location** | **Size of Development/ Type of Use Proposed** |
|---|---|---|
| Cadaro Realty Trust (1989*) | 8 "A" Street | 2,600 Square Foot Addition - Light Manufacturing Use |
| Federal Investment Properties | 207 Cambridge St. | 27,000 Square Feet Existing - Light Manufacturing and Industrial Uses. |
| BayBank Middlesex | 248 Middlesex Tpke. | 3,328 Square Feet Existing - Bank |
| Kwik Kopy | 95 Cambridge Street | 2,700 Square Feet Retail Use |
| Tambone Corporation (final amended plan) | 20 South Avenue | 215,000 Square Feet General Office Use |
| Bradlees | 150 Lexington St. | 102,455 Square Feet Existing - Retail Use |
| Tender Learning Center (Celeste Cordon) | 87 Second Avenue | 8,900 Square Feet Existing - Day Care Center Use |
| **Withdrawn:** | | |
| Dundee Park Propt's. | 92 Middlesex Tpke. | 60,150 Square Feet Self Storage Facil. |
| Pier 1 Imports (U.S.) | 1 Wheeler Road | 9,973 Square Feet - Retail Use |
| **Pending:** | | |
| Gutierrez Company | 91,101,111 Middlesex Turnpike | 86,145 Square Feet - Retail Use |
| Lahey Clinic | 41 Mall Road | 1,000 Space Parking Structure |
| Town of Burlington | 45 Center Street | 27,070 Square Feet - Police Station |
| Scott Green | 380 Cambridge Street | 3,278 Square Feet - Retail Use |

*Applications with (*) were filed in 1989, but acted upon in 1990.

**Site Plan Waivers**

A property owner may receive permission to make minor changes to the development on a non-residential parcel of land, provided that a site plan has previously been approved for the land, by applying for a site plan waiver. In some cases, the Planning Board will grant a site plan waiver to accept a plan in conjunction with a special permit application and/or in lieu of a full site plan when an adequate plan is presented for a relatively minor change requested.

The Planning Board received eleven (11) requests for site plan waivers in 1990. The Board approved six (6) requests, one (1) was withdrawn, one (1) was denied, and three (3) are pending.

**Minor Engineering Changes**

A property owner may wish to make a minor change to an approved plan. Such changes usually involve minor adjustments in plan details necessitated by field conditions. Such changes may include, but are not limited to, berm or curbing adjustments, parking space alignment, landscaping, etc.

The Planning Board received eleven (11) requests for minor engineering changes; nine (9) were approved; one (1) was withdrawn, and one (1) is pending.

**Insignificant Changes**

Insignificant changes to an approved plan constitute the most minor site changes made in accordance with site plan review. This type of change may include a minor adjustment of parking space alignment necessitated by on-site conditions, changes in exterior doorways, or changes in building footprint which do not increase the gross floor area of the building.

The Planning Board received five (5) requests for insignificant changes in 1990; four (4) were approved and one (1) was denied.

**Special Permits**

Certain land uses are permitted in Burlington only with a special permit. The purpose of a special permit is to control uses which may be appropriate, depending on the location and the manner in which the use is developed and operated. Through a public hearing process, the Planning Board reviews the particular circumstances of a proposed special permit use, determines if the use should be allowed and what conditions should be required. Burlington has special permits for three types of use:

- Certain land uses determined to require conditional review for development throughout the town.
- certain land uses and site development, such as discharge of storm water into wetlands, which have the potential to adversely affect wetlands.
- certain uses and site development which have the potential to adversely affect the aquifer and water resources areas.

Twenty one (21) new special permit applications were filed in 1990. One (1) special permit applied for in 1989 was issued in 1990. A total of ten (10) special permits were issued in 1990. The following table summarizes Board action on special permits in 1990.

# SPECIAL PREMITS REVIEWED IN 1990

| Section | Description | Appv/ | Den/ | With/ | Pend |
|---|---|---|---|---|---|
| 4.2.2.3 | Day Care | 1 | | | |
| 4.2.6.14 | Establishments for contractors | 1 | | | 1 |
| 4.2.7.1. | Light mfg./processing plants | 2 | | | 1 |
| 4.2.7.5 | Wholesale trade/warehousing | 1 | | | 3 |
| 4.2.7.9 | Haz. and toxic materials/chem. use | 1 | | | |
| 4.3.2.9 | Parking garages/structures | | | | 1 |
| 4.3.2.14 | Incidental sale at retail | | | | 2 |
| 4.3.2.15 | Storage & disposal of fuels/petroleum products | 1 | | 1 | |
| 4.3.2.16 | Parking area for more than 200 spaces | 1 | | 1 | |
| 4.4.1.7 | Structures for essential services | 1 | | | |
| 4.4.1.11 | Discharges from manmade structures into wetlands | 1 | | 1 | 1 |
| Total Special Permits | | 10 | 0 | 3 | 9 |

## APPLICATION FEES:

The Town collects fees for applications made to the Planning Board for site plans, site plan waivers, special permits and planned development district rezoning applications which are deposited to the general revenue fund of the Town. In 1990, the following fees were collected:

| | 1990 |
|---|---|
| Subdivisions | $2,030.00 |
| Special Permits | 1,700.00 |
| Site Plans | 18,284.30 |
| Site Plan Waivers | 3,500.00 |
| Subdivision Inspection Fee | 2,222.00 |
| Total Fees Collected | $27,736.30 |

## PEER REVIEW FEES:

The Peer Review Fee requirement was established by the Planning Board November 28, 1990. Fees collected are used to fund engineering peer reviews to assist the Planning Board assess the impact of major projects on traffic, water quality, and other issues to which the Town may be especially sensitive. Unused funds are returned to the applicant.

In 1990 the Planning Board collected $6,000.00 in peer review fees for the peer review of the Lahey Clinic parking structure site plan and special permit applications.

## CHANGES IN THE ZONING BY-LAW

There are two kinds of Zoning Bylaw amendment actions: (1) the change of zoning district designation for one or more parcels of land (rezoning), and (2) amending the text of the Zoning Bylaw to revise the regulations governing use of property and the procedures for seeking development approval (text amendment).

The Planning Board must conduct public hearings on proposed zoning amendments and make recommendations to Town Meeting. Town Meeting has the final responsibility to approve or deny a proposed zoning amendment.

Three (3) proposed zoning amendments were referred to the Planning Board for public hearings in 1990.

## REZONINGS:

Two (2) new rezoning petitions were received by the Planning Board for public hearing and Board recommendation to Town Meeting. Listed below are the rezoning applications which were reviewed:

## PROPOSED PROPERTY REZONINGS:

| Applicant | Planning Board Recommendation | Town Meeting Action |
|---|---|---|
| Deletion from Wetlands Dist.<br>G & H Realty Trust | This application was withdrawn. | |
| Lots 3 & 5 Allison Dr. | Public Hearing 1/18/90 | |
| Deletion from Wetlands Dist. | No recommendation. | Defeated |
| G & H Realty Trust | Public Hearing 4/5/90 | 5/14/90 War. |
| Lots 3 & 5 Allison Dr. | and 5/30/90 | |

## TEXT AMENDMENTS:

The Planning Board held a public hearing on one (1) proposed text amendment to the Zoning Bylaw.

At the September, 1990 Town Meeting, new Parking and Loading Regulations, initiated by the Planning Board, were adopted (Article VII, "Parking and Loading Regulations", Section 7.1.0 through Section 7.5.0, inclusive. This revised Bylaw sets new minimum and maximum parking ratios based upon type of use, and establishes revised parking space dimensions. This amendment is designed to reduce the total number of parking spaces in an effort to reduce excess pavement and increased traffic. A further discussion of this amendment is included earlier in this report.

## LITIGATION

The Planning Board was made co-defendant in a suit regarding the Tinkham, Marvel and Lee Avenues Subdivision.

This action was brought by the plaintiff W. C. Cammett Engineering, Inc. against John Cormier of Rosnoe Construction Corporation, subdivider, to recover the value of engineering services provided by W.C. Cammett Engineering at this subdivision. The plaintiff also brought this action against the Planning Board seeking to attach the subdivision security funds held by the Board in connection with the subdivision. The final outcome of this litigation is pending.

Respectfully submitted,

Francis J. Taft, Chairman
Peter J. Coppola, Vice Chairman
John D. Kelly, Member Clerk
Alfred D. Laing
John A. DeFrancesco
Ernest E. Covino, Jr.
Paul R. Raymond

# RECREATION DEPARTMENT

We are happy to report that the Recreation's Department's efforts to improve recreational opportunities for the people of Burlington in 1990 were very successful despite a number of formidable obstacles. We believe the Recreation Department was able to overcome the obstacles and help enhance the quality of life for residents of the Town because of the unwavering support we have received from the Community.Our accomplishments in 1990 belong not only to the Recreation Department but to all the volunteers, organizations, and businesses that have contributed to the Recreation Department's success during the year.

The most difficult hurdle faced by the Recreation Department in 1990 was the lack of Town facilities for recreation programs due to the continued unavailability of the Center School. The recreation wing of the Center School was destroyed by fire in February of 1989, and the Recreation Department has been without its own facilities ever since. Fortunately, several local churches came to our rescue and provided space for almost all programs that could not be held in the public schools. We are very grateful for the assistance given to the Recreation Department by St. Mark's Church, St. Malachy's, St. Margaret's, and the Church of Christ, Congregational.

The troubled Massachusetts economy and Burlington's tight budget guidelines also presented challenges to the Recreation Department in 1990. Despite these financial concerns, Recreation Department program enrollments actually increased during the year, and a great deal of progress was made in the improvement of the Town's recreation facilities. With the Community's support, the Recreation Department was able to reach most of its goals in 1990:

* Revenues were increased by raising user-fees slightly.
* Expenses were decreased by dropping marginal programs and cutting part-time positions.
* The financial burden to the Town was lessened by covering a greater percentage of program costs with participant fees.
* Facility improvements went well beyond what had been anticipated because of private donations, community participation, and tight management of outside contracts.
* Program quality was improved by increasing monitoring, upgrading hiring guidelines, and expanding staff training.
* The mail-in registration system was improved by refining the policies and procedures.
* The Recreation Department communicated to the public more effectively by mailing brochures to all residents each season, publishing a newsletter, and expanding use of cable television.
* Recreational opportunities for special needs residents were expanded tremendously by sharing resources with surrounding municipalities.
* Utilization of athletic fields was improved by working closely with the School Department and with youth sports organizations.

The Recreation Department was successful in meeting its objectives primarily because of the dedication of our full-time and part-time staff members and the strong commitment of the Recreation Commission. Following are some of the more notable developments regarding the people who work to make Burlington's Recreation Department the best it can be:

* Wendy Dropkin resigned from her position as Recreation Supervisor in September in order to spend time with her baby girl, Casey Anna, born in May. Wendy did an outstanding job for the Town, and we will miss her very much.
* Burlington resident Karen Coady was appointed to the full-time position of Recreation Supervisor in September. Karen has done a superb job since joining the Department.
* Several new program directors were hired for the summer of 1990:

  Cheryl Meara — Camp Simonds
  Nancy Doherty — Safeplay
  Lori Magee — Camp Columbus

* Baton twirling director Linda Lanni and special needs director Drew Bililies were awarded exemplary service plaques by the Recreation Commission last March. Linda was honored for twenty years of outstanding service to the Recreation Department's highly acclaimed baton twirling program. The

Commission recognized Drew for making Burlington a leader in recreation programming for special needs residents.

* Incumbent Recreation Commissioner Ed Schuler was reelected to a third consecutive term on the Recreation Commission in the 1990 Town elections. At the Recreation Commission's annual reorganization meeting in April, Ralph D'Agostino was congratulated for a successful year as Chairman of the Commission, and Mark Sherwood was elected as the new Chairman of the Board by unanimous vote. The Commissioners were very pleased to have School Committee representative John Vanella and Planning Board representative Peter Coppola reappointed to the Recreation Commission for another year.

In addition to maintaining all of the Town's parks, athletic fields, recreation buildings, and school grounds, the maintenance division of the Recreation Department completed a great number of improvement projects in 1990:

* At Simonds Park: The major field press box was rehabilitated; a new sewer line was installed; the batting cage area was graded and landscaped; driveways were repaved and new curbing installed; and the Little League baseball field was upgraded.
* At Center School: The multi-purpose athletic field was rehabilitated and the major baseball field upgraded. A new backstop will be constructed at the Little League baseball field next spring.
* At Overlook Park: A new playground was developed; the basketball court was rehabilitated; asphalt driveways and parking areas were repaired. New fencing will be installed next spring.
* At Marvin Field: The left field area was filled and graded; four new light poles were installed; and the left field corner was reconstructed and new fencing put up.
* At Regan Park: The Little League baseball field was upgraded; new fencing was added; and player benches were relocated.
* Four horseshoe courts were constructed at Rahanis Park.
* Burlington public school grounds were made more pleasant and attractive by weeding the flower beds, adding bark mulch, and trimming the shrubs.
* Recreation maintenance employees helped to install new playground equipment at Wildwood School and at Fox Hill School.
* Recreation Department workers put up all of the Christmas lights and decorations at the Town Common for the holiday season. Burlington's lighting display is considered one of the prettiest in the greater Boston area.
* Recreation Department officials worked closely with architects on redesigning the recreation wing of the Center School, and construction was started in December.

In 1989 and 1990 Burlington's Recreation Department won first place for outstanding program entries at the State Recreation Conference. Our staff deserves a great deal of credit for their commitment to excellence and working hard to provide a wide variety of programs for residents of all ages and abilities. Following are some of the more significant developments regarding the Recreation Department's programs in 1990:

* Burlington's Special Olympics softball team won a gold medal at the state tournament held August 11 and 12 at Smith College.
* The summer playgrounds program, renamed Park Place, was revitalized. There was a dramatic increase in attendance as a result.
* More than 120 athletes participated in the spring track program, Burlington's fastest growing sport.
* Approximately 1000 children attended the Easter Egg Hunt April 14 at Wildwood School.
* Over 500 girls and boys registered for Recreation Youth Basketball for the 1990-91 season.
* High enrollments in the youth tennis program made it necessary to hire a second instructor.
* The tremendous growth in adult softball continued in 1990, as ten new teams were added. The 1990 program totaled 65 teams (more than 1000 players).
* The Burlington Business Round Table and the Recreation Department co-sponsored Burlington's first Health & Fitness Fair on May 20.
* The Recreation Department's first Halloween party for children eight years old and under (titled "Games, Goodies, Ghouls and Ghosts") was a big success.
* More than 100 boys participated in the Recreation Department summer basketball camp.
* New programs offered in 1990 included the following: Babysitting course, horseshoe pitching, summer aerobics, and Quick & Easy Snacks.

Many organizations and businesses worked with the Recreation Department in 1990 to improve and expand recreational opportunities for the people of Burlington:

* The Simonds Trustees approved an additional allotment of $16,700 for improvement projects at Simonds Park.
* The Knights of Columbus contributed $3,500 to Camp Columbus, the Recreation Department's highly respected day camp for special needs children.
* The Rotary Club sponsored Burlington's Special Olympics softball team.
* The Burlington Business Round Table sponsored

the Recreation Department's first Health & Fitness Fair.

* Star Market and Market Basket donated turkeys for the Recreation Department's annual turkey shoot (foul shooting contest).
* The Friends of Burlington Baseball constructed a batting cage at Simonds Park for all the young people in Burlington who play baseball.
* One of Burlington's adult softball leagues (the "Official League") donated $2,500 for new fencing and a light pole at Marvin Field.
* The Burlington Marriott welcomed our special needs children to use the hotel swimming pool during the summer.

We hope that the Recreation Department's efforts helped to enhance the quality of life for the citizens of Burlington during 1990. We look forward to working with you in 1991 to make Burlington the best community it possibly can be.

Respectfully submitted,

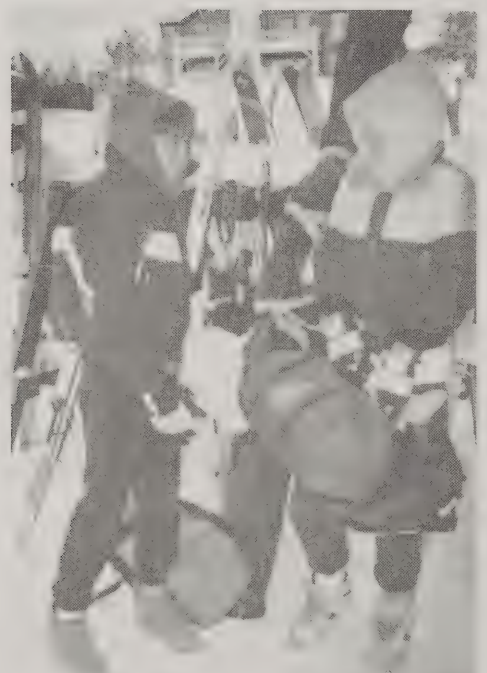
Donald E. Roberts
Director of Recreation
James Marchese
Director of Maintenance



**Volunteer Maria Papadopoulos and Assistant Recreation Director Bill Boudreau were instrumental in producing the Recreation Department's show on BCAT (Burlington Cable Access Television). (Rick Karwan photo)**




**Burlington's Town Hall and Town Common were beautifully decorated for the holidays. (Rick Karwan photo)**



**Cold weather doesn't stop the young skiers who participate in the Recreation Department's Youth Ski Program. (Rick Karwan photo)**



**Fourth of July games at Simonds Park required lots of teamwork. (Rick Karwan photo)**

# BOARD OF HEALTH

Robert Hogan, Chairman
Edward Weiner, Vice Chairman
Joan Ghio
Phillip Pollicelli
Glenn Kemper

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# PUBLIC HEALTH NURSE

I herewith submit my report as Public Health Nurse for the year ending December 31, 1990. A summary of programs and relative attendance follows.

| | |
|---|---|
| Home Visits | 361 |
| Office Visits | 3,019 |
| Well Elderly Clinic | 880 |
| Evening Walk-In Clinic | 371 |
| Tuesday Walk-In Clinic | 1,011 |
| Flu Immunizations | 650 |
| Pneumonia Immunizations | 53 |
| Immunizations: Children, Adolescents (Polio, MMR, DPT, Td, HIB) | 183 |
| Mantoux Skin Test for Tuberculosis Screening | 300 |
| Lead Paint Tests | 30 |
| Comprehensive Eye Exams | 63 |
| Mammography Screening | 38 |
| Blood Sugar Screening | 238 |
| Arthritis Self-Help Workshop | 64 |

Since our move to the new Human Resource Center building, a significant change in our visit profile has been noted. Our office visits have almost doubled while our home visits have decreased accordingly. This change is most likely due to our improved clinic facilities, as well as our handicapped availability which includes elevator service from the ground floor. We have seen an overall increase of 1,104 visits over calendar year 1989 which would indicate that Burlington residents are becoming increasingly aware of the importance of disease prevention and early detection.

Our comprehensive eye examination and blood sugar screening attendance increased significantly and our supplies of pneumonia and flu vaccines were exhausted. Ten (10) of the thirty-eight (38) mammograms done in our screening program were first time mammograms, again reflecting public awareness of the importance of early detection.

Burlington residents are reminded that our Tuesday morning Walk-In Clinic requires no appointment. We also have extended hours to 6:30 p.m. on the second and fourth Thursdays of each month with no appointment necessary from 3:30 p.m. to 6:30 p.m.

We encourage Burlington residents of all ages to avail themselves of our many services and health education materials.

Respectfully submitted,

Eileen M. Gauthier, RN, BSN
Public Health Nurse

# HEALTH AGENT/ SANITARIAN

I herewith submit my annual report as Board of Health Agent for the year 1990.

| | |
|---|---|
| **INSPECTIONS** | |
| Food Establishments | 308 |
| Housing | 49 |
| Public Swimming Pools | 26 |
| Septic Systems, Drainage | 103 |
| Occupancy Permits | 38 |
| Animals/Kennels | 11 |
| Nuisances, Illegal Dumping, Investigations | 208 |
| **COMPLAINTS** | |
| Food Service | 68 |
| General | 163 |
| **OTHER** | |
| District Court Hearings | 4 |
| Special Sampling/Testing | 35 |

During the year meetings were held with contractors, architects, restaurant owners, and facility managers to review plans for renovation and construction of food establishments. Plan review also included subdivisions, site plans, special permits, sewage/drainage permits, septic systems, and plumbing code variances.

Additional duties included the dissemination of public health information and attendance at a total of 13 seminars on public health topics.

Licenses and permits issued included the following: food establishments (restaurants, retail markets, cafeterias), mobile vendors, drainlayers, septage haulers, kennels, public swimming pools, keeping of animals, sewer, drainage, and septic system installer.

I wish to thank the members of the Board of Health for their support during the year and, again, I look forward to working for the Town of Burlington.

Respectfully submitted,

Brian A. Lockard, C.H.O., R.S.
Health Agent/Sanitarian

# ENVIRONMENTAL ENGINEER

An important duty of the Environmental Engineer is to administer and enforce the "Control of Toxic and Hazardous Materials" by-laws. This by-law requires local businesses to register and submit inventories of hazardous materials which they use, store or handle at their facility. This registration and inventory requirements are met by submitting a Hazardous Material Registration Form (HMRF) to the Board of Health.

Also, it is necessary that owners of underground storage tanks (UST's) register their tanks. The Environmental Engineer must also ensure local businesses are properly managing hazardous materials and have taken all practical measures to safeguard against potential releases.

This was the third year this office received chemical inventories from several local businesses as well as two municipal facilities, which is required by Title III of the Superfund Amendments and Reauthorization Act (SARA). This information is needed for effective emergency planning and community right-to-know.

An itemized list of these registrations and submittals follows.

| | |
|---|---|
| HMRF submitted | 129 |
| UST registered | 62 |
| SARA facilities | 13 |

Since underground storage tanks present a serious threat to groundwater, a good deal of effort was expended to ensure that owners manage their tanks as required by the Department of Public Safety and local by-laws. In addition, the Environmental Engineer visited local businesses to inspect their management of hazardous materials. Several site visits to local waste sites were conducted as well as involvement with several hazardous material incidences. The following summarizes these activities:

| | |
|---|---|
| Industrial inspections | 125 |
| Special site visits | 33 |
| Hazardous material incidences | 14 |

Another function of this position is to review analytical data of the town's drinking water supply, industrial effluents, discharges, monitoring wells and local hazardous waste sites. A total of thirteen environmental reports were submitted as well as extensive analysis in bi-monthly reports.

I am quite pleased to report that Burlington had another very successful collection day for household hazardous wastes. A total of 337 households participated — the greatest turnout ever.

Approximately 45% of the participants brought oil-base paints to the collection for disposal. Other frequently occurring wastes included waste oil, vehicle batteries, pesticides, wood preservatives and paint thinners.

During this collection 56 drums of hazardous waste were accumulated. The following is a list of the quantity of hazardous waste for each waste classification that was generated by this event:

| Waste Category | Quantity (drums) |
|---|---|
| consolidated paint | 8 |
| consolidated organic liquids | 5 |
| miscellaneous chemical lab pack | 16 |
| aerosols | 3 |
| pesticides | 5 |
| landfill debris | 2 |
| waste oil | 17 |
| | 56 |

**Other important projects this year included:**

creation of an hazardous material data base
chemical cleanup at Highway Garage

mosquito control
revisions to "Control of Toxic & Hazardous Material" by-law

Respectfully submitted,

Richard Lombard, CHMM, REM

# EAST MIDDLESEX MOSQUITO CONTROL PROJECT

Mosquito populations were above average in 1990 due to frequent rains which fell from April through August. The threat of Eastern Encephalitis which reached dangerous levels in Southeastern Massachusetts this past summer remained low in the Burlington area due to below average populations of the enzootic vector species, Culiseta melanura. The presence of this species is necessary to amplify the virus. Because of the threat of Eastern Encephalitis in August, the Project expanded its helicopter application program of Bti granules to control mosquito larvae to include a second application over the Vine Brook Swamp following heavy rains.

The East Middlesex Mosquito Control Project conducts a program in Burlington consisting of mosquito and wetland surveillance, larval and adult mosquito control, water management and public education.

The goal of the survey program is to target mosquito breeding areas and to measure changes in the larval and adult mosquito populations caused by weather. Larval mosquito population data is collected by field crews during spring and summer control operations. Adult mosquito populations are monitored regularly at 4 trap sites around the town. This data aids the Project in determining the need for and impacts of control. The State Public Health utilizes some of this data as part of an effort to monitor those species associated with Eastern Encephalitis

Larval control is the control of mosquitos when they are in their immature aquatic stage. The Project relies on the biological larvicides. BTi and Arosurf, for this control. A helicopter was utilized in April to apply BTi granules over 146 wetland acres of the Vine Brook swamp. Field personnel sprayed 22.8 wetland acres during the spring and summer when high densities of larvae were found breeding in stagnant water.

Adult mosquito control consisted of spraying 5,094.4 acres at night using truck mounted aerosol sprayers when survey traps indicated high populations of nuisance mosquitoes. Project personnel sprayed 34.38 acres using portable sprayers to establish barriers to mosquitoes around recreation and wetland areas. For both larval control and adult mosquito control, acreage is counted more than one when sprayed more than one time.

In 1990 the Project continued its participation into research efforts with Northeastern University to develop a low impact control technique against the mosquito species, Cq. perturbans. This mosquito species breeds in permanent water marshes attached to the roots of cattails and other aquatic plants. This species which hatches out each year from mid-June through July is one of the primary nuisance mosquito species in Eastern Massachusetts and is considered a human vector of Eastern Encephalitis. Because it breeds attached to the roots of aquatic plants, it is impervious to conventional larval control methods. In 1990 a mermethrid parasite was identified in larvae of this species.

Water management reduces the source of mosquitoes by eliminating unnecessary stagnant water. This is accomplished by maintaining existing ditches in wetlands where blockages have accumulated causing poor drainage.

The Project's public education program is designed to develop an awareness within the public and the private sectors as to their roles in mosquito control. An educational video entitled "Fight Those Bites" was shown on area local access cable channels. The goals of the video were to explain the biology of mosquitoes, educate homeowners on what they could do to prevent or reduce breeding on their property, and to detail the operation of the East Middlesex Project. This educational video is available for use by schools and groups and can be acquired by contacting either the Health Department or the Project.

Respectfully submitted,

David M. Henley, Superintendent

**FINANCIAL STATEMENT**

| | | |
|---|---|---|
| Balance as of July 1, 1989 | | $6,689.48 |
| Appropriation For Fiscal Year 1990 | | $15,000.00 |
| **Expenditures for Fiscal Year 1990** | | |
| Overhead Costs | | |
| Commissioners | $54.47 | |
| Superintendent & Clerk | 2,725.83 | |
| Project Labor | 3,548.92 | |
| Property Insurance | 74.90 | |
| Group Health Insurance | 1,116.54 | |
| Retirement | 1,074.23 | |
| Rent | 1,195.43 | |
| Utilities | 148.50 | |
| Office | 81.46 | |
| Travel | 35.56 | |
| Shop | 82.15 | |
| Building Repair | 12.37 | |
| Vehicle Maintenance | 372.87 | |
| Vehicle Fuel | 119.57 | |
| Field Equipment | 101.99 | |
| Capital Equipment | 51.19 | |
| Clothing | 46.42 | |
| Other | 47.94 | |
| Re-allocation of certain 1989 costs | 250.59 | |
| Direct Costs | | |
| Survey | 1,518.21 | |
| Water Management | 0.00 | |
| Helicopter Larval Control | 1,137.37 | |
| Field Larval Control | 1,743.58 | |
| Catchbasin Larval Control | 0.00 | |
| ULV Truck Spray | 1,660.99 | |
| Total Expenditures | | $17,201.08 |
| Balance as of 6/30.1990 | | $4,488.40 |

# PUBLIC LIBRARY

**Introduction**

1990 was a busy year for the library. Circulation of materials increased 11%: reference questions increased 4%; the num;ber of people using the library increased 5%: we borrowed 13% more materials from other libraries and loaned them 115% more materials than we did last year.

Automation has speeded up many of the processes involved in serving the public but it has also increased the workload because more information concerning accessibility of materials both in the library and other libraries in the consortium is now available to the public.

We are pleased to be able to serve the community and hope that in the future we can expand our facilities and services.

**Staff**

Full-Time

Library Director — Geraldine C. Guentner
Assistant Director — Betsy Weisberg
Reference Librarian — Ann Cameron
Children's Librarian — Sandra Hoyt
Circulation Supervisor — Mary Lord
Circulation Assistant — Phyllis Rae

Part-Time

Circulation Assistants — Donald Loughman
Caroline Shaw
Reference Assistant — Brita Flemming
Cataloger — Joan Saklad
Cataloging Assistants — Barbara Perrault
Kathleen Reardon
Cataloging and Circulation Assistant
Annmarie McMakin
Children's Assistants — Anna Papalegis
Ruth Yannetti
Cara Armstrong
Library Clerk and Interlibrary Loan — Jean Mattson
Library Pages — Yvonne Kenney
Suzann McGilleivray
Craig Milley
Robert Riley
Ashish Shah
Mamta Vora
Michelle Yannetti

**Audio-Visual Collection**

The audio-visual collections are slowly growing with a small budget allocation for 1990. Video cassettes continue to be popular with the addition of documentary as well as feature films. Audio cassettes are increasing in popularity. Books on tape and music continue to be well accepted by the public. The compact disc collection will double in size as new materials are cataloged. Foreign language tapes have been added to the collection as demand for these items increases.

**Special Needs**

The Parents Advisory Council (PAC) which serves 560 families in Burlington found a new home for its printed resources. A file cabinet donated by the Friends of the Library now houses pamphlets, books and video cassettes available to the public. The Council donated several books on special needs to the library for adults and children. The assistant director produced an annotated bibliography for the parents involved in special education.

**Reference Department**

The single most important improvement in the Reference Department this year has been the introduction of the Info Trac database. This is an automated index to current information in periodicals. The compact discs which are updated monthly, include indexing to over 400 popular magazines. The Info Trac system is designed specifically for public access. You do not need a manual or special training to use the system. Each search step is self-explanatory and the color-coded function keys on the keyboard allow users to retrieve, display, and print article references.

We are now receiving microfilm of the Boston Globe. Lack of space in the library had limited our ability to store newspapers, despite a continued demand for them. This microfilm with its accompanying index provides us with a permanent record of local and regional events from 1989 to the present.

The CL-CAT terminal located at the reference desk has been a great success with both patrons and staff. It is designed to show our entire catalog and those of libraries in our network. The reference staff is always available to assist in the search process, but many people have learned to operate it themselves to determine the location of materials at other libraries. The library is requesting three CLCAT terminals for public use in 1991. This will eliminate producing, filing and withdrawal of catalog cards from the public card catalog. The card catalog will be frozen and eventually discarded. A cost comparison of maintaining the card catalog versus inputting of data into the computer system will be available in early 1991.

**Children's Department**

| MONTH | *PROGRAMS | ATTENDANCE |
|---|---|---|
| January | 13 | 317 |
| February | 18 | 275 |
| March | 20 | 301 |
| April | 14 | 508 |
| May | 7 | 116 |
| June | 3 | 100 |
| July | 13 | 292 |
| August | 12 | 320 |
| September | 6 | 94 |
| October | 26 | 506 |
| November | 17 | 190 |
| December | 8 | 40 |
| TOTAL | | |
| One year | 157 | 3159 |

During the fall, winter, and spring, the regular programs included:

2 year old story hour and play time
Preschool story hour
Kindergarten story hour
After school programs
including Game Time
Science Club
Undercover Investigators
Pajama story hour
School visits from nursery schools and day care centers.

The Friends of the Children's Room sponsored special programs.

| MONTH | PROGRAM |
|---|---|
| February | Craft workshop |
| | 2 sign language workshops |
| April | Preschool author talk |
| | Clown workshop and performance |
| May | Puppet workshop |
| | Puppet performance |
| June | Puppet workshop |
| | Puppet performance |
| July | Storyteller |
| August | Storyteller |
| October | Halloween storyteller |
| | Special 2 year old programs (2 sessions) |
| December | Singer-storyteller |

The Friends raised money for these events with their annual Thanksgiving bake sale, a spring flea market and money from dues.

The calendar of classes was enriched by special efforts put forth by the staff which included additional February vacation craft programs, a Maypole party, special programs for Camp Simonds and for the Summer Reading Club, and a series of holiday craft and story programs in November and December.

The staff and the librarian are grateful to the Arts Lottery and to the Friends of the Children's Room for adding to the many programs we offer.

The Summer Reading Club was **Around The States in 70 Days,** which featured a large map and cars for each member. Many special story programs focused on different areas of the country and anniversaries of special events.

While Cara Armstrong was on maternity leave, we were fortunate to hire Carol Carson to replace her. Carol did an excellent job and her work with young adults was an inspiration to the library to fill in this big gap in services we offer. Cara returned in December and immediately began work to weed and develop the young adult collection. Furniture was moved around and the beginnings of a young adult area was squeezed into our crowded library.

A small selection of CD's was added to the Children's Department and, hopefully, will soon be expanded.

We received Arts Lottery grants, Earth Day bookmarks from Wildwood School, an autographed picture of Clifford The Big Red Dog from Louise Kava, the librarian at Fox Hill School, ice cream from Scoops, and a $10 gift certificate from Paperama.

Authorfest brought 10 authors, including a local adult author, to Burlington and was a big success. Many businesses and people contributed money and effort to this annual event. The staff and BEEP are working on next year's bigger than ever Authorfest. Few towns have managed to put forth a consistent effort on an annual basis to continue bringing such a big program to their children and adults. We appreciate the major support we received from Best Bet and Building 19.

**Adult Programs**

Several programs were presented at the library in 1990. Waddell and Reed and IDS gave talks on investment strategy. During Authorfest in April, Mildred Nash or Burlington talked about her poetry writing. A talk on "illness in the family" took place in October. A very well attended and informative talk on estate planning by Timothy Burke was presented as part of the Massachusetts Bar Association's speakers bureau services. Two babysitting courses for teenagers were conducted by Winchester Hospital.

The Friends of the Library has several special programs in addition to their fund raising activity. John Fogelberg spoke on "Burlington in the 1900's." A school panel consisting of the superintendent of schools, the high school principal and the chairman of the school committee spoke on their goals and vision of the Burlington school system. In November Karen D. Shaw of Lexington presented a slide show about her travels to India.

The Friends of the Library held a successful book sale in May.

**Professional Activities of Staff**

Miss Guentner attended MVLC management meetings; the annual conference of the New England Library Association; a fund raising workshop along with Trustees Julie Michutka; Dick Radtke and Amy Warfield. Miss Weisberg attended several MVLC management meetings and the annual conference of the New England Library Association in September.

Mrs. Lord, Mrs. Perrault, Mrs. Rae and Mrs. Saklad attended MVLC Technical Services meetings.

Mrs. Mattson and Mrs. Rae attended inter-library loan meetings.

Mrs. Hoyt served on the New England Round Table of Children's Librarians and the Massachusetts Library Association Board of Directors. She co-chaired the Jordan-Miller Storytelling Festival. She attended conferences and workshops of these two organizations and the National Storytelling Festival in Jonesborough, Tennessee.

**Exhibits**

The library exhibit cases caught many patrons' attention with colorful displays. The Friends of the Library showed their red tote bags, a fund raising item used to generate funds for library needs not supplied in the town budget. Brita Flemming exhibited her shell collection. The Red Cross made a presentation in March. The winning photos from the Friends of the Library's photo contest were displayed in April. The Veteran's exhibits were most informative in May and November. The Congregational Church promoted their crafts in October. In December, Walter Pingree, a Burlington artist, exhibited his animal oil paintings.

Exhibits in the Children's Case this year were mainly of books with various themes, but we were the recipients of a children's world-wide exhibit from UNICEF and the winning posters from Wildwood's Earth Day poster contest.

**Statistics**

Circulation

| **Adult** | **Juvenile** | **Total** |
|---|---|---|
| 82,329 | 75,799 | 158,128 (11% Inc.) |

| | | |
|---|---|---|
| Reference Questions | 10,528 | (a 4% increase) |
| Traffic Count | 119,165 | (a 5% increase) |
| Days Open | 324 | |

Interlibrary Loan

| | | |
|---|---|---|
| Materials Borrowed | 801 | (a 13% increase) |
| Materials Loaned | 822 | (a 115% increase) |

| | | |
|---|---|---|
| Reserved Books | 2657 | (a 49% increase) |
| Borrowers Registered | 2383 | |

Materials Added to Collection

Books

| Adult | Juvenile | Total |
|---|---|---|
| 1462 | 1493 | 2955 |

AV and other non-print materials

| Adult | Juvenile | Total |
|---|---|---|
| 330 | 181 | 511 |

Materials Withdrawn

Books

| Adult | Juvenile | Total |
|---|---|---|
| 1985 | 991 | 2976 |

AV and other non-print materials

| Adult | Juvenile | Total |
|---|---|---|
| 33 | 95 | 128 |

| | |
|---|---|
| Items in Collection 12-31-89 | 59,087 |
| Items Added 1990 | 3,466 |
| Items Withdrawn 1990 | 3,104 |
| Total Items in Collection 12-31-90 | 59,449 |

**Monies Turned in to Town**

| | |
|---|---|
| Fines and Services Charges | $2836.99 |
| Books Lost and Refunded and Donations to Book Budget | 4483.13 |
| Payment for Lost Cards, Reserve Notice and Micro-film Print-outs | 434.00 |

**Overdue Notices**

| | |
|---|---|
| First notices | 2172 |
| Second notices | 577 |
| Certified letters | 201 |

**Conclusion**

In conclusion, I wish to thank the Board of Library Trustees, the two Friends groups, and all the individuals and institutions who supported our efforts during the year.

Respectfully submitted,

Geraldine C. Guentner
Library Director

# LIBRARY BOARD OF TRUSTEES

This year of 1990 was one of growth and change for the Burlington Public Library.

We welcomed Mr. Timothy Braceland to the Board in the spring. Mr. Braceland is a longtime resident of the town. He is committed to seeing that the library runs efficiently and maintains quality service for its patrons. Sadly, Mr. Thomas Short, who was a member of the Library Trustees, passed away this past fall. Mr. Short faithfully attended every meeting and cared deeply about the library's capacity to deliver services responsive to the public's needs. The vacancy created by Mr. Short's death resulted in the appointment of an interim trustee, approved at a joint meeting and vote of the Board of Library Trustees and the Board of Selectmen. Two candidates applied, and Ms. Karen Arnold was appointed to fill the position. In addition, Ms. Deborah Baer resigned from the Board of Library Trustees last spring. After a joint meeting of the Trustees and the Board of Selectmen, it was voted by both Boards to appoint Mr. Richard Radtke to succeed Ms. Baer. So with some changes taking place throughout the year, the Board, with the help of the Director and her staff, was able to keep the library running smoothly.

Some of the accomplishments on the "nuts and bolts" level that occurred were increased staff communications through regular staff meetings and the writing of a policy manual including job descriptions for the library staff. Although the policy manual is not yet completed, it has defined and specified the duties of the library staff and director so that these people have a clear description of what their employment requires of them.

When budget time rolled around this year the Board of Trustees and Ms. Guentner worked hard to comply with the guidelines of the Ways and Means committee. The outcome was very good in that we were able to arrive at a budget that was approved easily by the Town Meeting and has kept the patrons happy and the library afloat for this year.

It can also be reported that Info-Trac (which is the computerized index to periodical literature) has been a valuable aid to the library's staff and users. Circulation in general was increased by 11% over one year ago. Reference and traffic were also increased 4% and 5% respectively over one year ago.

Looking forward to next year, we expect to see continued increased use of the library by the citizens of the town. We hope to meet their demands with continued high quality service. In order to do this we will need more funds at budget time. We would also like the town to see its way clear to providing the much needed new facility that has been looming in the future for quite some time now. This project is never an easy task, to say the least, but is one that the town needs to resolve. The current library is past the twenty year cycle that it was created to serve and the town has had a lot of population growth during that period. The residents of this community need and are entitled to a library facility that they can be proud of and that more than marginally meets their needs. The Board of Trustees is willing to make this facility a reality. We need the town government and the community at large to do their share.

Respectfully submitted,

Richard S. Lewis, Chairman
Richard Radtke
Amy Warfield
Julie Michutka
Timothy Braceland
Karen Arnold

# SCHOOL COMMITTEE



**(Left to Right) Front Row: John Mooney, Chairman J. Edward Fogelberg, Vice Chairman Lucy Damiani. Back Row: Student Representative Amy Brown, Donald Muse, John L. Vanella.**

# SCHOOL COMMITTEE

| | Term Expires |
|---|---|
| John E. Fogelberg, Chairman<br>214 Winn Street | 1991 |
| Lucy Damiani, Vice Chairman<br>7 Hearthstone Drive | 1992 |
| John D. Mooney<br>4 Richard Road | 1993 |
| Donald Muse<br>21 Davida Road | 1992 |
| John L. Vanella<br>8 Pearson Circle | 1993 |

The regular meetings of the School Committee are held in the School Committee Room, Open Space A, Burlington High School, Burlington, on the second and fourth Tuesday of each month at 7:30 p.m. If a change in meeting dates is voted, a posting on the Town bulletin board is required by law. Information is secured by calling the Superintendent's Office.

**Superintendent of Schools**

| | |
|---|---|
| Robert M. Neely | B.A., University of California<br>M.A., University of California<br>M.B.A., Boston College |

**Assistant Superintendent for Business and Finance**

| | |
|---|---|
| James L. Picone | B.S., Salem State College<br>M.A., Suffolk University<br>Doctoral Candidate, Boston College |

**Director of Curriculum and Instruction**

| | |
|---|---|
| Avalin Green | A.B., Middlebury College<br>M.Ed., University of Virginia<br>Doctoral Candidate, University of Pennsylvania |

**Director of Pupil Services**

| | |
|---|---|
| J. Kevin Foley | B.S., Boston University<br>M.Ed., Northeastrn University |

**Director of Plants and Facilities**

| | |
|---|---|
| Thomas J. Flaherty, Jr. | Plant Management, Principles & Practices<br>Extension Courses-University of New Hampshire<br>U.S. Naval Tachnical Schools<br>Corporate Director of Real Estate Wang Corporation |

Robert F. Morgan, Assistant Business Manager

Monica Curtin, Supervisor of Attendance

**Burlington High School Administration**

| | |
|---|---|
| Maynard M. Suffredini, Jr.<br>Principal | B.S., Boston State College<br>M.Ed., Boston State College<br>C.A.G.S., Northeastern University<br>Ed.D., Boston College |
| Otto M. Contardi<br>Associate Principal | B.S., Northeastern University<br>M.Ed., Northeastern University |
| Samuel F. Gualtieri<br>Associate Principal | B.A., Middlebury College<br>M.Ed., Salem State College |

**Marshall Simonds Middle School**

| | |
|---|---|
| Richard J. Connors<br>Principal | B.S., Salem State College<br>M.Ed., Boston University |

**Elementary Schools**

| | |
|---|---|
| Paul Cabral<br>Wildwood School | B.S., Salem State College<br>M.Ed., Salem State College |
| Gloria L. Lombard<br>Fox Hill School | B.S., Northeastern University<br>M.Ed., Boston College<br>Ed.D., Boston College |
| Ann L. McNamara<br>Memorial School | B.A., Emmanuel College<br>M.Ed., Northeastern University |
| Stephen E. Preston<br>Pine Glen School | B.S., Salem State College<br>M.Ed., Northeastern University |

## SCHOOL COMMITTEE

This 1990 school year has been a positive one for a number of reasons, not the least of which has been the first full year of Mr. Robert Neely's tenure as Superintendent. He seems to be convinced that the high quality of education already offered to Burlington's youngsters provides a solid base for further educational improvements. Mr. Neely offered his Mission Statement to the Committee early in January and followed that in September with a series of proposed goals for the Burlington schools.

Mr. John Mooney was elected to a seat on the Committee, and Mr. John Vanella was re-elected in the April town elections. The School Committee would like to thank Mrs. Christine Monaco for her three years of distinguished service to the Burlington educational system.

At the annual reorganizaton meeting in April, Mr. John Fogelberg was named Chairman, Mrs. Lucy Damiani became Vice Chairman, Mr. John Vanella continued as representative to the Recreation Commission, Mrs. Damiani and Mr. Muse will serve on the Academic Review Board, Mr. Mooney was named as liaison to the High School P.T.S.O. Mr. Muse will continue as representative to the Merrimack Valley Association of School Committees, and both Mrs. Damiani and Mr. Mooney will represent the School Committee at 766 Parent Advisory Committee meetings. Long-time secretary to the School Committee, Mrs. Joan Corrao, was reappointed as was Atty. J. Spencer Tobin as its legal negotiator.

Worthy of note is the fact that relations with the Ways and Means Committee were, for the most part, harmonious, so much so that the School Committee with their support had no trouble convincing the Town Meeting to approve a total school budget that amounted to $18,095,301. Thus was preserved a quality education program for the young people in our schools and, at the same time, maintained a sensitivity to the financial limits set by the town in its need to service all of its citizens.

A number of changes in personnel were made. Mrs. Avalin Green joined the faculty in January as the Director of Curriculum and Instruction, a downgraded position from that of Assistant Superintendent. She has worked diligently, especially in the lower grades, and gave her first report to the Committee in November. Mr. Thomas Flaherty retired as Director of Plants and Facilities and was replaced by Mr. William Koutrouba with the new title, that of Director of Buildings and Grounds. Four teachers opted to accept the yearly retirement incentive offered by the Committee, and Mr. Robert Tyler, long-time member of the Music Department who did so much to promote both chorus and musicals at the High School, retired to do some family research among his other interests.

During the school year the School Committee after due deliberation and negotiation finalized and signed three-year contracts with the Burlington Educators Association, the office personnel, the nurses, and the custodians with unanimous votes; the administrators' contract was passed and approved on a three to two vote. The School Committee would like to thank all parties concerned for their patience in reaching a settlement. Special thanks must go to Mr. Robert Neely, the new Superintendent, Mr. James Picone, Assistant Superintendent for Business and Finance, and to Mr. Spencer Tobin for his most valuable input.

The Fiore Bus contract also was approved as was a fuel contract which certainly is of marked financial importance if the market is not undermined by the crisis in the Persian Gulf. Also of financial importance was the acceptance of Boston Edison's proposal to install energy control equipment (lighting fixtures) in the High School by its contractor Econoler/USA, Inc.

Early in the year the Committee approved new academic requirements for graduation from Burlington High School. Total credits required were increased from 90 to 100 with increased course requirements in math, science, and social studies. The Committee also felt a need to know how former graduates were doing and suggested a study of the successes and failures of the Class of 1985 hoping that enough information could be obtained to make the study creditable.

The new Superintendent who completed his first year in office in July was evaluated in August. His overall value to the Town of Burlington was considered to have been excellent, and it is expected that Mr. Neely will continue as Superintendent of Schools here for many years to come.

The necessity to make the Marshall Simonds Middle School handicap accessible was addressed with the result that an elevator was installed next to the center stairwell and the lavatories and doorways were altered to make them fill requirements. This was funded from several school department sources and by an article approved by Town Meeting.

During the year the Drug and Alcohol Education program was recognized by the Governor's Alliance Against Drugs and the Governor himself appeared before a group of concerned students and teachers who greeted him in the School Committee Room. The Apple Computer people recognized the High School Art Department for its excellence in the use of computers. The Middle School was one of eleven in the state to be nominated for the National Secondary School Recognition Program—its Principal, Mr. Richard Connors, spoke on "Scheduling in the Middle School" to a conference held in Hyannis. Mr. Jeffrey Hoyt, Social Studies Department Head, and Mr. David O'Hearn, Science Department Head, attended the Tsongas Industrial History Center in Lowell regarding "The History of Transportation in American Society" and were commended for their commitment.

In the same vein, it must be noted that Mr. Richard Verzone, Director of Physical Education and Athletics, was considered by his peers to have developed and supervised such a continuously fine program that he was named the Massachusetts Secondary Schools Athletic Director of the Year. That honor was followed by his being named the 1990 Regional Athletic Director of the Year by the Council of Secondary School Athletic Directors. Then as the representative of the Northeast Seaboard Region, he was one of only five persons nationwide to compete for national honors in his field of expertise. He didn't quite make that one, but the School Committee, his students, and the townspeople heartily applaud his commitment to physical education and youth sports.

One last item should be mentioned because it may have an important and far-reaching impact upon education in Burlington and that is Mr. Neely's Strategic Plan which was approved by the School Committee in December. A strategic plan is simply a framework for carrying out serious thinking, direction, and action leading to the achievement of consistent and planned results. A Mr. Timothy Anderson has been contacted by Mr. Neely as a consultant to further that plan. To implement it the Superintendent already has met with teachers, administrators, parents, and businessmen for a variety of background material. Probably as further preparation for his strategic planning proposal, Mr. Neely attended a conference on the restructuring of American high schools called the Paideia Proposal. What the Paideia group proposed was passed on to the School Committee as an informational item.

We wish to give a vote of thanks to our secretary, Mrs. Joan Corrao, to Kevin Coughlin, the young man who sits with the School Committee and represents the student body, and to all those who have helped us with their special efforts to make the past year a very busy and productive one.

Respectfully submitted,
Burlington School Committee
John E. Fogelberg, Chairman
Lucy M. Damiani, Vice Chairman
John D. Mooney
Donald J. Muse
John L. Vanella

# SUPERINTENDENT OF SCHOOLS

This year the school system has attempted several new initiatives in its continuing effort to improve the instructional program. The first was the implementation of the newly adopted curriculum review procedure which permits us to review portions of the curriculum each year. Currently, the district is reviewing and revising the writing and art curricula so that they reflect the research on effective practices in each of those disciplines.

The district has also begun a strategic planning process involving a large number of parents, teachers, administrators, and members of the community. So far the process has resulted in a mission statement for the schools which states:

The mission of the Burlington Public Schools is to help all students acquire organized knowledge, master physical and intellectual skills, and understand ideas in ways that foster a positive self-image and lead to lifelong learning, self sufficiency, and responsible citizenship.

In addition, the process has resulted in four goals or strategies which will enable the district to accomplish that mission: Establish a model curriculum; develop a model staff development program; structure the schools in ways that facilitate learning; and increase parent, community and business support for the schools. Action teams of teachers, parents, administrators, and community members have been established for each of these goals and will develop implementation plans by June of 1991. The entire process has been an exciting and rewarding one so far and will result in a better school system for all.

On a personal note, I must say that during the brief time that I have been Superintendent I have been very impressed by the

enthusiasm staff members have shown toward improving our schools (over one-half asked to be part of the curriculum review of strategic planning committees) as well as the support I have received from the School Committee, and I look forward to the coming year with great anticipation.

Respectfully submitted,

Robert Neely
Superintendent

# CURRICULUM AND INSTRUCTION

In January 1990 the School Committee adopted the Curriculum Review Procedure which established a method for the systematic review of curriculum K-12 in each area of study. In September, committees comprised of teachers, administrators and community members began the review of two curriculum areas - art and writing. These reviews include a look at our own current programs, visits to exemplary programs throughout the state, and the study of the research on content and teaching techniques in each of these areas. The production of a K-12 curriculum guide for each area and plans for classroom implementation will be the culmination of each committee's work.

Chris Zajac, fifth grade teacher in Holyoke, MA public schools and the subject of Tracy Kidder's year long observation and subsequent book Among Schoolchildren, spoke to all Burlington teachers at the March inservice day. In addition, there were twenty-one workshops on a number of educational issues attended by teachers on that day.

Three Pine Glen teachers who attended a workshop on collaborative learning on the inservice day sought additional training during the summer and are sharing what they learned with teachers in other elementary buildings.

A number of teachers have attended literacy (Whole Language) workshops, some during the inservice day and others in summer and after school programs. The work they are doing relates to the ongoing K-12 curriculum study in writing.

An inservice training program for all kindergarten staff is in place. The focus of this year's workshops has been literacy acquisition. A number of experts in the field of literacy acquisition have worked with staff as part of the inservice program. A comprehensive evaluation of the extended day kindergarten program will begin in January.

Respectfully submitted,

Avalin Green
Director of Curriculum and Instruction

# BURLINGTON HIGH SCHOOL

Students at Burlington High School continue to have available to them an extensive array of academic and extracurricular programs. Although enrollments continue to reflect a modest decline, educational opportunities remain consistent and challenging. A four-year high school with a student population of approximately one thousand, Burlington High School has course offerings which include Mathematics, Computers, Language Arts, Science, Social Studies, Foreign Language of which there are five, Business, Art, Music, Industrial Arts, Home Economics, Health and Physical Education. Within each department there are numerous offerings with academic levels ranging from Honors to Remedial programs.

Since a majority, between eighty and eighty-five percent, of our students pursue post-secondary education, course selections in the major core areas are of the greatest demand. It is our hope that we may continue to provide extensive academic curricula in the future.

In the area of standardized tests, our students have performed well. SAT scores indicate that student performance is at or slightly above the state and national average. State Assessment Test results show an improvement over last year's scores. In all areas of the Assessment Test, students performed at or above local and state levels when compared to communities similar in kind. Lastly, the Basic Skills Test which was administered to all ninth-grade students indicated achievement in each area administered, i.e., Math, Reading and Writing.

With the conclusion of the 1990 school year, two tenured staff members applied for retirement. Mr. Robert Tyler and Miss Hope Luder, of our Music and Social Studies Departments respectively, had worked at the high school for nearly a generation. Their dedication and commitment to our students and school will be remembered and appreciated for years to come. As a result of these retirements, Mrs. Nancy Ferretti was transferred to the high school Music Department from the elementary program, and Mrs. Julia Brown was hired to fill a part-time Social Studies position.

Each year, the administration and staff will continue to assess the educational opportunities available to the students of Burlington. Every effort will be made to improve and expand upon what is currently offered as well as to introduce new and innovative programs to meet the needs of our student population.

Respectfully submitted,

Dr. Maynard M. Suffredini, Jr.
Principal

# ART DEPARTMENT

Burlington High School Art students received honors in the regional and state Scholastic Art Exhibition for the twenty-fourth consecutive year.

In the spring of 1989, the department produced its seventeenth annual "Exhibition." Over 700 pieces of work were exhibited in the library and main lobby.

Graphic Design students added another supergraphic to the walls of the student cafeteria. Art students designed the program cover for the school musical "Fiddler on the Roof." Mr. Little's Photo students provided photographs for the course catalog, yearbook, student newspaper and Town newspapers. There were a number of field trips, including a "photo shoot" in Boston with Mr. Little and an architectural study of the mansions in Newport with Mr. Guadagno. Mr. Guadagno was also a member of the Parents and Educators Partnership Council. Mr. Little worked with the Factathlon and the Science Olympiad.

Selected to represent Burlington at the third annual Art All-State Festival at the Worcester Art Museum were Suzanne Pescatore, Kevin Coughlin and Stefan Chaires. All-State is sponsored jointly by the museum, the Massachusetts Art Education Association, the Massachusetts Alliance for Arts Education and the Massachusetts Directors of Art Education.

The department's computer lab continued to expand with the addition of three new Macintosh computers. Apple Computer has donated an Apple Scanner for the year for students to test and evaluate. Visitors from the New England area continue to come to see our lab in action. Mr. P.A. Jansen from the National Dutch Curriculum Development Institute visited in June for assistance in incorporating the use of the computer in the arts.

A major highlight in the year's activities was the department's participation in Apple Computer's "Kids Get Down to Business" Spring Conference in Virginia. Apple flew Ms. Sullivan, Mr. Young and six students — Allison Colgan, Mary Anne Forte, Kathy Mayo, Linda Thiel, Nefertiti Yusah and Keith Sturdevant to the conference site where they presented a "typical" computer graphics class six times over a three-day period. Their audience included superintendents, curriculum specialists and computer coordinators from the Eastern United States. Apple donated a MacSE computer for the lab as a thank you for the participation.

All members of the department attended the spring conference of the Massachusetts Art Education Association in May. Mr. Young was one of the co-chairmen for the state convention.

In the fall the department began work on the system-wide curriculum study committee under the direction of Mrs. Avalin Green, Director of Curriculum and Instruction.

Respectfully submitted,

Philip E. Young
Art Department Chairman

# BUSINESS DEPARTMENT

The Department's proposal for the formation of a school bank at Burlington High School was approved by the School Committee at its June 1990 meeting.

An advisory board with members of the business community was established in May 1990.

The Business Management and Economic Theories classes organized and ran two student companies, E-Z Squeezin' and Chain Reaction. Mr. Cleve Cogswell, of Bank of Boston in Burlington, assisted E-Z Squeezin' and Mr. Jeff Flaherty and Mr. Tim Feeney, of Deloitte and Touche, a Boston-based accounting firm, assisted Chain Reaction. E-Z Squeezin' sold BHS Red Devil sports bottles and Chain Reaction sold Burlington Red Devil keychains. Each company realized a profit, returned a dividend to the stockholders and made a contribution to class funds.

Ms. Carolyn McVoy did not return to Burlington High School this year due to declining enrollment. Mrs. McVoy was a member of the Department since November 1988. The Department is now made up of three staff members.

Respectfully submitted,

Kathleen Nasson, Chairperson
Business Department

# ENGLISH DEPARTMENT

Several members of the English Department are working on systemwide study committees charged with revamping curricula and establishing philosophy and goals for the school system. Three department members are on the Writing Leadership Team under the direction of Curriculum Director, Avalin Green. The group has undertaken a two-year study to structure a unified K-12 approach to the teaching of writing. Another department member sits on the Strategic Planning Committee, chaired by Superintendent Neely.

During the past year, another edition of Collab, under the direction of Mr. Kevin Field, Mr. Paul Howard and Ms. Carla Panciera, was published and received accolades from the com-

munity and awards from the National Council of Teachers of English and Columbia University. The High School is grateful to the students, advisors and teachers whose hard work provides an opportunity for students to publish fine writing.

Respectfully submitted,

Robert W. Casey
English Department Head

# FOREIGN LANGUAGE DEPARTMENT

Approximately six hundred students or sixty percent of the High School student body are enrolled in Foreign Language classes for the school year 1990/91. There are five levels of Spanish, French and Italian. There are four levels of German and Latin. Enrollment levels in the elementary classes have remained constant or have increased slightly due to the foreign language entrance requirements now in place at Massachusetts state colleges and universities. The sixth German exchange between Burlington High School and Hockenheim Gymnasium in West Germany took place in May of 1990. Fifteen German students, accompanied by their teacher, Mr. Helmut Beck, stayed in Burlington homes and attended Burlington High School for one month.

Our fifth French Immersion Program in the village of St. Donat in Quebec Province will take place in March 1991. We have also been host to many foreign students for the school year 1990/91.

These projects are conducted under the auspices of the Foreign Language Department and with the authorization and support of the Superintendent of Schools and the School Committee.

Foreign language study continues to be an important and viable part of the Burlington High School curriculum.

Respectfully submitted,

Mr. Edward A. Doyle, Chairman
Foreign Language Department

# HEALTH EDUCATION DEPARTMENT

Through the efforts of our Health Education and School Administration Staff, Burlington Public Schools received a three year grant funding from Governor's Alliance against Drugs. In addition, Governor Dukakis' visit to our school really enhanced our overall drug and alcohol program. His recognition and praise of SADD, DARE and Alcohol Task Force work efforts were rewarding.

The high school CPR program extended into the community and utilized the Burlington Fire Department Ambulance Team as assistant instructors with our large classes and demonstrated "emergency rescue procedures". We are indebted to Lieutenant Brabant for helping us coordinate this cooperative effort.

All sophomores successfully completed the National Safety Council's—Drinking, Driving And You Course, a supplement to the Defensive Driving Course sponsored by the Massachusetts Safety Council.

Respectfully submitted,

James A. Trentini, Coordinator

# MATHEMATICS DEPARTMENT

The Math Department courses continue to strive to meet the needs of all student levels by offering a wide variety ranging from advanced placement in calculus, probability and computers to basic skill courses in math and computer selections.

The computer programming courses continue to be popular especially the most recent editions of Lotus and Graphics designed by Michael Phelan. We expect interest to remain high and, in order to meet the need, we must continue to upgrade the equipment.

In light of interest in computers over fifty percent of the staff members have been enrolled in advanced computer courses over the last three years. Twenty-five percent of the staff currently either teach computers for local colleges or work part-time for computer firms and often volunteer their services to help the department keep abreast of industry trends.

The 1990 math assessments showed a significant increase from 1988. A three year requirement for mathematics has been approved by the school committee. The Math League is doing very well this year having finished first in the most recent meet among schools such as Chelmsford, Andover, North Andover, Woburn, Weymouth, Billerica and Austin Prep.

Thanks to "Best Bet" a number of curriculum projects have been undertaken in assessments, math, and computers.

Respectfully submitted,

James P. Curtin
Math Department Head

# HIGH SCHOOL PUPIL SERVICES DEPARTMENT

The Guidance Department has worked to meet the diverse and complex needs of the high school student population. The Guidance Counselors, through the use of varied counseling techniques, work with students to identify and remediate problem areas as well as to help them develop appropriate educational/career goals and courses of action to achieve those goals.

The programs for special needs students continue to be effective in identifying learning problems as well as helping students cope with complex societal issues.

The Guidance Department hosted representatives from 75 colleges and technical schools who spoke to interested students regarding admission requirements, costs and financial aid information during conferences at the high school.

The college computer information system (College Counsel) was utilized by 193 students the past school year. Each participant received a personalized booklet detailing those colleges that appear to best meet their needs, interests and abilities. This information used in conjunction with the expertise of the Guidance Counselors provided the necessary information for the student to make a positive collegiate choice.

The 1990 Burlington High School Scholarship Program produced positive results. The number of donors was 139 Scholarships, totaling $163,362, distributed to 243 recipients. Our deepest gratitude is extended to the local individuals, civic groups and business organizations who contributed to the scholarship program.

**The following is a profile of the Class of 1990:**

| | |
|---|---|
| Size of Class: 276 Students | |
| Number of Students Continuing Education | 227 or 82% of class |
| Number of Students Seeking Employment | 43 or 16% of class |
| Number os Students Entering Military | 2 or 0.6% of class |

**Continuing Education Information:**

| | |
|---|---|
| Four Year Baccalaureate Programs: | 175 or 63% of class |
| Four Year Public Institutions | 77 or 28% of class |
| Four Year Private Institutions | 98 or 35% of class |
| Two Year Associate Degree Programs | 38 or 14% of class |
| Two Year Public Institutions | 27 or 10% of class |
| Two Year Private Institutions | 11 or 4% of class |
| Educational Non-Degree Programs | 14 or 4% of class |

**1990 CEEB Test Summary:**
231 students tested out of a Class of 276 or 84%

**Scholastic Aptitude Tests (Cumulative Percentages)**

| | Verbal | Math |
|---|---|---|
| Above 700 | 1% | 4% |
| Above 650 | 3% | 9% |
| Above 600 | 7% | 16% |
| Above 550 | 15% | 31% |
| Above 500 | 22% | 42% |
| Above 450 | 41% | 60% |
| Above 400 | 60% | 73% |

**Achievement Tests (Mean Scores)**

| | | | |
|---|---|---|---|
| English Composition | 488 | Literature | 462 |
| Math Level I | 521 | Physics | 532 |
| Math Level II | 625 | Chemistry | 587 |
| Biology | 516 | Spanish | 477 |
| American History | 456 | | |

Respectfully submitted,

Thomas Imbriglio
Chairperson, High School Pupil Services

# READING AND BASIC SKILLS

At Burlington High School, reading instruction is an integral component of all areas of the curriculum. To supplement this instruction, the Reading Specialist provides testing, diagnosis, evaluation, and instructional support services in all verbal areas. Programs are designed for entire classes, small groups, and individuals based on the specific needs of the situation. Referrals for such programs are made through all members of the high school community, including teachers, counselors, parents, and students themselves.

The Reading Specialist also functions as the Basic Skills Facilitator at the high school. In this capacity, he is responsible for coordinating all aspects of the Massachusetts Testing Program, including annual Basic Skills Tests and biennial Curriculum Assessment Tests.

Respectfully submitted,

Robert F. Conceison
Reading Specialist
Basic Skills Facilitator

# SCIENCE DEPARTMENT

The Science Department requirement for graduation was extended to two full courses by action of the School Committee. All Science offerings are sufficiently subscribed by student enrollment to justify running every course in the student catalog. Eighty percent of BHS students are in a science course.

Student teachers were welcomed into the Science Department this year for their observation practicum from Boston College, Tufts, and the University of Lowell.

Two longstanding programs for student outdoor education were held again this year with the Biology field trip to Harold Parker State Forest in May under the direction of Richard Beaumont, and the Marine Science Club April trip to Grand Cayman Island with Donald Tocci. These are both extended five and seven day working trips for students.

Science Olympiad continued to draw top student interest, paying off with our second place finish in June among the sixteen west suburban schools competing. In November BHS Science Department hosted the monthly meeting.

The chairman of this department along with Mr. Hoyt, chairman of the Social Studies Department, completed the two year program with the Tsongas Industrial History Center and the University of Lowell geared to joining science with history in the high school. Work remains to be done to implement principles of this National Science Foundation Institute.

Respectfully submitted,

David L. O'Hearn
Science Department Chairman

# SOCIAL STUDIES DEPARTMENT

The Social Studies Department of Burlington High is pleased to report that 1990 has been yet another year of growth and change. Foremost among the events of the year was the School Committee's decision to require World History I of all incoming freshmen. Hereafter, all graduates of Burlington High School will have knowledge of such vital topics as ancient Egypt, Greece, Rome and many other world cultures. We heartily support the importance of this requirement.

The first year of teaching the restructured United States History course in the junior year is well under way. Although funds were not available to conduct a summer workshop to write and print a detailed course syllabus, members of this department have been utilizing department meeting time to coordinate the details of this new and rewarding program. Simultaneously, the World History I teachers have been adjusting their course of study so as to align with the sophomore Social Studies requirement and thereby eliminate any voids in the historical chronology.

An improved and updated textbook has been adopted for the honors level economics course. All of the best textbooks currently on the market were reviewed and carefully evaluated. The new text not only has a wealth of supplementary materials but is also quite compatible with our present computer applications.

Again, this year, members of this department attended numerous professional meetings, conferences, and seminars. The annual spring meeting of the Northeast Regional Social Studies Convention, held in Boston, continues to be our largest and most beneficial professional stimulant. The workshops and seminars conducted by teachers and professors in the field are highly relevant to our individual courses. We also experience a microcosm of the latest trends in publications, computer hard and software, and state-of-the-art curriculum materials.

The chairman of this department participated in the second and final year of a National Science Foundation summer institute administered through the Paul Tsongas Industrial History Center and the University of Lowell. Based on this experience he attended the Annual Meeting of the National Council for the Social Studies in Anaheim, California, to assist Dr. Edward Jay Pershey, Director of the Tsongas Center, in presenting the results of that program. He has returned from that November conference with a multitude of curriculum ideas and teaching materials.

As in the past, field trips continue to be used to expand and enrich our courses. Beyond our traditional law and United States History, field trips this fall marked our first detailed local history bike hike for sophomores. The Old Burial Ground, Church of

Christ, Sewall House Site, Town Museum, West School, Francis Wyman House and many other locations were toured during the all-day excursion. We wish to acknowledge the kind assistance of several townsmen: J. Edward Fogelberg, Susan Mike, Jane Richard, Arthur Wyman, Joe and Crystal Sveistys, Harry Enos, Wayne Higdon, Rev. Janet Markey, and Harold Smith. Without their valuable help the day would not have been possible.

Two other field trips deserve comment. Mr. Joseph King's field trip to the Soviet Union, conducted during April vacation, was highly successful. Several articles were printed in the local press and a presentation was made before the School Committee. We also renewed this year the World History I field trip to the Museum of Fine Arts. It, too, was well received and we hope to continue it again next year.

There were several guest speakers during the year. In February, several members of this department attended a historical lecture at MITRE Corporation on the subject of black pioneers in science. This fall, local political candidates for State Representative were given equal time to speak with appropriate classes of seniors.

Supervised student teaching required a good deal of our time during the year. In the spring semester, Mrs. Carol Dooley was a full-time student teacher working from Salem State College. There have been several pre-practicum student teachers throughout the year. Julie Tevis, Katherine Mallett, and John Walters all served with us from Boston College and Douglas Musco came to us from Framingham State College.

There were two staff changes during the year. In June, Miss Hope Elizabeth Luder retired from the Burlington School System after a tenure which spanned twenty-three years. Mrs. Julia Brotherton Brown, a history major with degrees from McGill and Columbia University, was hired in the summer, from a host of applicants, to fill the three-fifths position.

Respectively submitted,

Jeffrey W. Hoyt, Chairman
Social Studies Department

# MARSHALL SIMONDS MIDDLE SCHOOL

Marshall Simonds Middle School continued to demonstrate a strong dedication to the academic and developmental needs of its students in 1990. A school organization that places teachers in grades six, seven, and eight on interdisciplinary teams provided the structure for instruction in mathematics, science, language arts, social studies and reading. Students in the middle school are also required to participate in the study of music, art computers, physical education, home economics, technology education, health, and foreign language. During 1990 the school administration and faculty used curriculum meetings and in-service training opportunities to enhance and coordinate the program of studies that is available to middle school children.

Two particular areas of importance and attention at Marshall Simonds are homework and study skills. After meaningful communication with community members and intensive scrutiny by middle school staff, a new homework policy was implemented in 1990. Students in grades six, seven, and eight now receive homework daily, and specific time parameters have been established at each grade level. Homework is assigned regularly to reinforce instruction and to give parents the opportunity to participate directly in the education of their children. Marshall Simonds continued to focus attention on a school-wide study skills program. Robert Snow, Director of Reading in Malden, repeated a study skills workshop in July for twenty middle school teachers. The week-long workshop involved a concentrated program in the acquisition of teaching techniques to assist children in utilizing important study skills to master information. A sequential process is now used in each grade, and children are taught the specific skills of outlining, note-taking and summarizing. The lessons are practiced throughout each area of the curriculum.

During 1990 a committee of middle school teachers recommended a new report card that was implemented in November. After reviewing numerous report cards that had been submitted from school systems throughout New England and evaluating dozens of recommendations submitted by their colleagues, the committee approved a reporting instrument that contained several new features. Rather than one card for all students, each grade level at M.S.M.S. received a separate report card that listed the curriculum requirements of the grade. The new report card included a listing of twenty verbal comments that are used by teachers to describe particular academic strengths and weaknesses. Other changes included new grading blocks for the Simonds unified arts program, a separate space on the card to evaluate grade six spelling, and an area for the names of the teachers who work with each child. The size of the brightly colored report card has been changed, and six separate pages have been provided to accommodate the additional student information available to parents.

Marshall Simonds continued to increase the number of parent-school communication vehicles that are used to promote this essential partnership. Parent newsletters in grade six and in grade seven were developed at the start of the new school year in September. The weekly school bulletin and the very popular grade eight newsletter remain as important sources of school-community coordination. National Middle School Week was expanded in 1990 to include a "Scholars' Breakfast", the annual "Spring Open House", several media presentations that highlighted the middle school years, and a variety of student activities. The popular "Authorfest", an additional parent conference

night, the sponsorship of education night speaker Dr. James Garvin, past president of the National Middle School Association, and an active, generous, and student-centered Parent-Teacher-Organization were other examples of the cooperation and understanding that were exhibited throughout the year between the school and the home.

Once again, Marshall Simonds Middle School and its students received recognition for its dedication to the goals of middle school education. The state assessment tests that measure performance in science, reading, social studies, and mathematics were administered to grade eight students in the spring of 1990. The results of these tests that are intended to evaluate curriculum were significantly better than the scores received two years ago. Specific areas of academic strength were vocabulary, study skills, scientific inquiry, earth science, problem solving, number theory, geography, and government. Individual students at M.S.M.S. were recognized state-wide for their talents in art, music, and writing, and at the school level for citizenship, leadership, and intellectual accomplishment.

Marshall Simonds also served as an educational resource to many school systems throughout New England who sent teachers and administrators to the school for tours to communicate with staff members about the exemplary programs that are in place at M.S.M.S.

One of Burlington's finest educators retired in June of 1990. Regina Salviati, a middle school guidance counselor, gave dedicated service to her students and the Burlington community-at-large for twenty-two years. Regina served as a teacher at both the Memorial School and Marshall Simonds before assuming her guidance position in 1980. Gina will be remembered for her great interest in and knowledge of her students, and her total commitment to the goals and best interests of the middle school. Richard Carroll and Jeanne DiNardo were appointed to the faculty at M.S.M.S. in 1990. Richard, a graduate of the University of Massachusetts, recently taught in the western part of Massachusetts, and is an eighth grade science teacher taking the place of Margaret DiBella who is on maternity leave. Jeanne is well-known as a former permanent substitute teacher at Marshall Simonds. She was appointed to a full-time language arts teaching position in grade seven.

Marshall Simonds Middle School eagerly awaits the educational challenges of the next decade. Through energetic and creative staff development initiatives, increased opportunities for school and community partnerships, and a total dedication to the enrichment and academic stimulation of its students, the school in the middle anticipates continued success in addressing the needs of early adolescents.

Respectfully submitted,

Richard J. Connors
Principal

# FOX HILL SCHOOL

The total removal of our asbestos ceiling was completed late in August of 1989. During the summer of 1990 the entire building was painted. The asbestos removal process damaged many doors. This year the doors were completely sanded and treated.

A dramatic improvement to the building is the new curtains and cyclorama in our cafetorium. The sapphire blue curtains are a perfect match with the new blue and yellow chairs.

The Fox Hill Playground Committee realized their goal of twelve thousand dollars and have implemented the first phase of the playground plan. We thank Mr. Marvin Getman who made a generous donation to the playground in his wife's memory. The children are enjoying the play equipment not only during the school day but after school also.

The Fox Hill PTO had another very active year. The usual events, i.e., the Pumpkin Fair, Holiday Gift Shop, Ice Cream Smorgasbord, and the Family Picnic were financial successes but, more importantly, they were family events. Whenever Fox Hill families come together it strengthens our concept of neighborhood school.

We have had changes in our faculty and school population this year. The two LABB Early Childhood classes that had been at Fox Hill for a number of years moved to Pine Glen. In their place the one Transition class moved here from Pine Glen. This exchange of programs made it possible to keep an Art room at Fox Hill.

We welcome to Burlington Mr. Kevin Thorpe, the teacher of the Transition Class. Mr. Thorpe brings to this assignment fifteen years of teaching experience in special education. His assistant, Mr. Robert Armstrong, was with the class at Pine Glen last year.

The fifth grade added another class this year. Mrs. Roseann Lee, formerly on the faculty of MSMS, returned from maternity leave and became our new fifth grade teacher. Two teachers joined us from Pine Glen, Mrs. Ellen Lewis is in our second grade and Miss Kim Malone is a Kindergarten Instructional Assistant.

The year 1990 saw three resignations. Mr. Donald Ganley, of the custodial staff at Fox Hill for ten years, retired in October. Mrs. Eleanor Davis, a kindergarten instructional assistant for fifteen years, retired in June. Reverend and Mrs. Davis are living in a retirement community in Pennsylvania. Miss Anne Barrows who was a student teacher and permanent substitute at Fox Hill resigned in December to move to Vermont. We wish them all well.

Respectfully submitted,

Gloria Lombard, Ed.D.
Principal

# MEMORIAL SCHOOL

The Memorial School community and the Burlington School system at large were saddened by the unexpected death on July 26, of our reading specialist, Paula Thomas. Paula taught at the Medowbrook, Wildwood and Memorial Schools for a total of twenty-nine years as reading specialist and classroom teacher. A memorial liturgy was held for her on Tuesday, September 4th, the day before the opening of school.A reading chair with a plaque has been dedicated to Paula as a memorial to her years of service. Elizabeth LeClair, a teacher from Wildwood, was named to replace Paula.

Several other persons have been welcomed to Memorial School this year. They are: cafeteria manager Catherine Levy; Karen Redfern, kindergarten teacher and her assistant, Barbara Oliver; Janet Curry, permanent substitute; JoAnne Burrows, counselor replacing Kathleen Burns who is on maternity leave; and Mary Piacentini, the school nurse whom we share with Wildwood School.

The enrollment figures remain stable as a bottom line but do not reflect the turnover rate of over 25% of the children which we had this past school year.

Staff Members have been attending conferences and workshops to keep abreast of the current research and trends in areas of reading, math, writing, whole language and cooperative learning. Others are involved in the inservice programs in Writing Across the Curriculum, Art Curriculum and the Effective Teaching course with Anne Williams. All this effort is made to continue to provide a strong curriculum both in the basics and in critical and higher levels of thinking skills.

Though always a priority, a special effort is being made this year to inculcate a real love for reading in the children. Through the initiative of our librarian, Marie Gordinier, a home-school cooperative program called Parents as Reading Partners has been flourishing.

Our PTO has been working assiduously to provide top quality cultural programs to the children. An excellent fundraiser this year made it possible for us to bring outstanding assemblies to all our students. One such event was the attendance at the performance of the Dance Prism Company's Nutcracker Suite by every elementary child in Burlington. These opportunities and so many others would not be possible without the hard work and dedication of our PTO Board. We extend our thanks to them and to so many others who work to make the Memorial School programs enrich the lives of our students.

Respectfully submitted,

Ann L. McNamara
Principal

# PINE GLEN SCHOOL

The Pine Glen School experienced another successful school year. Two of its veteran teachers have left to pursue other endeavors. Mrs. Simone Goldstein, a special needs teacher at Pine Glen for over twenty tears has retired from teaching. Mrs. Nancy Ferretti, the music teacher for many years transferred to Burlington High School to assume the Choral Director's position. Both of these fine people will be missed by the Pine Glen community.

A new program is being housed at Pine Glen this year. The LABB pre-school program which had been housed at Fox Hill School will now operate from Pine Glen. This excellent program and its students and staff will be a wonderful addition to our school.

The gymnasium floor at our school continued to be a problem this year. Moisture caused the floor to buckle, and it was unusable for the first month of school. Thankfully, there are plans underway to have a new floor properly installed this summer which should resolve this problem for good.

The results of the state assessment tests and the basic skills tests for Pine Glen were very good. We scored well above the state average of communities similar to Burlington.

Our school community is very active and involved in furthering education, citizenship and brotherhood.

Respectfully submitted,

Stephen E. Preston, Jr.
Principal

# WILDWOOD SCHOOL

The year 1990 has been an eventful one. Several staff changes have taken place. Miss Lisa Screnci has moved over to teach grade one, Mrs. Christine DeLuca has taken a year's leave of absence and Mrs. Gail DiNisco has replaced her. Mrs. Hazel Kiewlicz has been out ill and was replaced by Miss Mary McLaughlin.

Once again in 1990 the Wildwood School scored very well in both the State Wide assessment Testing as well as the Basic Skills Testing. The faculty and staff have made a strong commitment to not only teach the students basic skills but to stress higher level thinking skills. The results have been most gratifying.

As always our P.T.O. deserves special mention this year. Through their efforts, the playground is now complete, beautiful murals now adorn our walls, and our monthly programs continue to be educational as well as culturally stimulating.

Once again the Wildwood School has provided a variety of educational opportunities for its students. Our educational goal has been to provide the necessary tools for each student to learn successfully in a compatible school environment. This is accomplished by using a variety of instructional techniques and tools. In the past several years we have focused on providing an activity-centered program and instruction geared to the individual student. We feel we have been successful in this endeavor.

Respectfully submitted,

Paul Cabral
Principal

# COMPUTER APPLICATIONS

The computer program continues to meet the growing needs of our students to use technology effectively in their school work and to use technologies to develop life skills to be used in the future. A student entering the school system can look forward to being able to use technology to do in-depth electronic research at the middle and high school level. Students use video disc technology to study laws of physics and complex planetary motions. High level computer languages are used to provide students with formal logic and problem solving skills. Literature classes use the computer for creative writing. The preparation of the school newspaper, year book, and COLLAB, the high school literary book, is done on the Macintosh Computer. Art students use various technologies as another medium of expression and to provide unique expression in many of the art courses. Business education students use technology to learn skills to be used in the work force or at professional schools. Students in music theory classes compose and transpose very complex musical pieces with the help of the computer.

Guidance counselors and other specialists provide information for team evaluation by using computer technology. Learning centers use specific programs with students as reinforcement for critical learning skills. Reading specialists use technology to excite students about reading skill development. Special education classes use adaptive technology to help students learn. Administrators use technology to make information processing easier for their staff and students.

Through extensive inservice efforts staff of the district are becoming full users of technology to prepare lessons, to create student use materials as well as for instructional purposes in their classrooms. The computer resource staff in the elementary schools and the middle school provide support to staff to increase their computer skill development. The staff and students use these skills to solve problems, to explore the process of accessing information and to answer questions about the past and the future. More and more students are graduating from the Burlington Public Schools with high level computer skills and in-depth experience in using technology to meet their individual vocational and educational needs.

Long term planning provides the staff and students with equipment for simple and complex uses. Elementary students and middle school students use telecommunications to complete research on acid rain and the weather of the United States. Elementary students communicate with students in other states to exchange information electronically about their schools and communities. More and more students are availing themselves of the extracurricular use of computers after school at the elementary and middle schools.

The staff and students have been the recipients of opportunities that the taxpayers of Burlington have taken pride in providing. Our students leave the Burlington Public Schools well prepared for the technology of the present and the future.

Respectfully submitted,

Arthur Fallon
Computer Coordinator

# MULTI-MEDIA SERVICES

### PARENTS AS READING PARTNERS

Our school program of media services is designed to help learners develop and strengthen their ability to locate, apply, evaluate, and generate information necessary to function fully and participate effectively in a complex, technological society. A critical and continuous goal of our school library media program is to provide support and reinforcement of specific reading skill. To achieve this end, the Media Department at Memorial Elementary School initiated a program called "Parents as Reading Partners." The program is intended to encourage parents to make reading a pleasant family experience that helps build self-esteem and reading confidence. The program encourages parents to sign a pledge to read with or to their child for a minimum of fifteen (15) minutes daily. Each month parents receive a calendar to check off those days on which they and their child read together.

Along with the calendar, parents receive a list of suggested books that they may enjoy reading with their child. In addition to reading together, parents can be good reading examples to their children by reading something everyday, having reading materials available in the home, frequently visiting the public library and checking out books, and by joining our "Parents as Reading Partners" program. Learning to read is the single most important activity in your child's education.

### CABLE COMES TO THE CLASSROOM

At a systemwide staff Development Day, held last March by the staff of the Burlington School Department, Neil Lusas, a

teacher at the Marshall Simonds Middle School, attended a workshop entitled "Cable in The Classroom". Ernie Demartinis, director of Multi-Media services for the Burlington School Department, along with Mike Leone and Len Tammaro, representatives of Continental Cablevision of Wilmington, Massachusetts, conducted the workshop. At that time, Mr. Lusas discussed the feasibility of implementing a pilot program using the CNN daily news program in his classroom.

Mr. Lusas is a member of a four-teacher team approach to teaching. Therefore, the project would have direct effect on 84 students and four teachers. Cable connections and necessary equipment were provided for the "In Team System." Shortly after the opening of school this year the system was in place. The students watch the special 15-minute CNN News Program everyday and complete a question sheet based on the program. They review the questions and discuss the issues with their teachers. Also, each Friday morning the students take a multiple choice test based on the news programs and the daily study guide for the previous five days.

Friday afternoon, "CNN Challenge" takes place in the "Studio" (Room B-14) with a different "Live" audience each week. A camcorder and in-house cable system are used to broadcast the program to the rest of the team in the three other classrooms. Two students per homeroom chosen at random go as contestants to the studio for the competition. An electronic "Quizzer" is used which allows each of the eight contestants to trigger a flashing light and buzzer and simultaneously block out other contestants from answering the question. The three series of questions are based on previous and current CNN Newscasts. Each week, the two winning contestants are awarded CNN Challenge Champion Tee Shirts. The winning homeroom, over a five week period, receives a CNN ribbon.

The benefits derived from the program are numerous: 1. Students receive a far greater awareness of current world events; 2. The program helps enrich the science, civics and other curriculum areas; 3. Parents at home are becoming involved in daily discussion about world and national news with their children.

### MEDIA DIRECTOR RECOGNIZED

Your Director was a finalist in Continental Cablevision's, "Cable in The Classroom" 1990 Educator Award. The award recognizes the efforts and ability of award winning users of "Cable in the Classroom." More importantly, it identifies and describes award winning strategies for putting "Cable in the Classroom" to work in our Burlington classrooms. This will be our first full year in which seven major cable channels offer educational programs, "Free of Commercials" and with accompanying educational guides, to empower teachers to use up-to-the-minute visual media when and how it best suits their curriculum needs, their classroom schedule, and their students' abilities. This program relies upon the innovation and creativity of the educator in order to truly support learning. As a finalist in Continental Cablevision's 1990 educator award, I feel honored to be recognized for the innovation and creativity of my department and our classroom teachers in the effective use of hundreds of award-winning programs from "Cable in the Classroom."

Respectfully submitted,

Ernest J. DeMartinis
Dir. of Multi-Media Services

# MUSIC DEPARTMENT

The Music Department experienced a number of changes in staff assignments during the past year. Robert Tyler, Burlington High School Choral Director, retired in September. He was replaced by Nancy Ferretti, Pine Glen Music Specialist. One music staff deletion took place at Marshall Simonds Middle School. Jeanne Basile returned to the Fox Hill School after a one year leave of absence.

Elementary students prepared for a number of public performances during the months of May and December. Instrumental students in grades 4 and 5 performed at Burlington High School on May 8.

Marshall Simonds Middle School choral groups performed on May 10, June 13, December 17 and 19. The 7th and 8th grade chorus performed for the Massachusetts American Choral Directors Association Festival at the University of Lowell on May 18.

The Marshall Simonds Middle School band performed their annual school concerts on May 1 and December 18. They toured the elementary schools on April 4 and 6 and received awards on May 9. The MSMS concert band performed at the Massachusetts Instrumental Conductors Association Festival on April 7 and was recognized for their excellent performance skills. In March, concert and stage band exchange programs took place with Newburyport and Stow, MA.

The Burlington High School chorus held their public performances on May 15 and December 20. In addition they performed for many community groups such as Rotary, Senior Citizens, etc. Burlington High School choral alumni were individually contacted by senior Cheryl Doyle in order that they might participate and pay tribute to Mr. Tyler during his last spring concert. Especially noted was the excellent performance of alumni who were once members of the B.H.S. Jazz Chorale.

The Burlington High School marching band, including majorettes, poms and flag units, held their summer band camp from August 20 through August 30. They performed at seasonal football games and rallies as well as parades on October 28 and May 28. Their awards banquet took place on December 6

attended by over 250 guests. The B.H.S. majorettes competed as a unit and won the state title for their precision performance.

The BHS concert band presented concerts on May 8 and December 13. On April 7 they entered the Massachusetts Instrumental Conductors Association Festival at Belmont High School and won deserved acclaim for their excellent performance. Their busy year also included a March 15 concert, a BHS open house performance in April, the Academic Awards assemblies and graduation in June. On June 6 awards were presented to all BHS music students at their end of the year banquet.

Burlington High School presented the musical "Fiddler on the Roof" on April 6 and 7 featuring many talented high school students. This successful production was a multi-department effort and could not have taken place without the support and efforts of many students, teachers and administrators.

A number of students auditioned for district performances at the junior and senior levels that took place in January and March. Six high school students were successful in their 1990 fall auditions for the senior district festival. Three of these students are eligible to audition for the All-State Concert later in the school year. Fifteen students were successful in their junior district auditions.

Parents enrolled their students in "Youth Concerts at Symphony Hall" which featured performances of the Boston Symphony Orchestra. These concerts took place on May 4 and November 30 with an enrollment of 214 students and chaperones.

The BHS Band Boosters, under the direction of President Nancy Rovatti, assisted the BHS band in numerous ways and made arrangements for the third performance at Disneyworld in Florida scheduled for the next April vacation. Without their support, these performance opportunities would simply not take place.

Since this will be my last town report before I retire, I would like to express my appreciation for the opportunity to serve as Director of Music. While this report places much emphasis upon performances that have specific dates and purposes, it must be pointed out that the preparation process during general music classes, instrumental instruction, rehearsals, etc. represents the essence of effective education and must continue to receive the direct support of the administration and the community.

Respectfully submitted,

Frank G. Cagliuso
Director of Music



**Burlington High School Band and Chorus during their performance of "Let There Be Peace On Earth."**

# DEPARTMENT OF PHYSICAL EDUCATION AND ATHLETICS

**PHYSICAL EDUCATION:**

The nineties began with an acute awareness of physical fitness not only from adults but students as well. Burlington physical education staff is responding with an increased emphasis on fitness evaluation and development. Activities are designed to increase individual deficiencies and promulgate enthusiasm for proper fitness and general good health habits. The "Physical Best" national test is administered yearly to all students in the elementary and middle schools.

At the elementary schools our fifth grade skating program once again was an overwhelming success. The volunteer skating instructors under the guidance of Ms. Corey Mungillo and each school's physical education teacher taught every fifth grade student the basics of skating in a five week program at the Burlington Ice Pallace. Many thanks to Ice Pallace Management for arranging the free ice time.

The elementary field days at each school help highlight some of the skills and activities learned throughout the year.

Our special needs students at the elementary and middle schools continue to enjoy our Learn-To-Swim Program conducted weekly at the Marriott Hotel pool. This past year our high school volunteers under the leadership of Physical Education Teachers Mr. Richard Hayes and Mr. Richard Baczewski made this program an outstanding success.

The Second Annual Student-Faculty March Volleyball Tournament directed by Mr. Fred Powers saw over 150 take part. Also, for the second straight year the Intramural Weight Lifters captured first place in the Middlesex Weight Lifting Championships. Accompanying their honors was a check for purchase of new weight training equipment.

**INTERSCHOLASTICS:**

Burlington High School's Mens Tennis Team captured its second consecutive Middlesex League Title. The Girls Basketball Team took a share of the league title and entered the state tourney for the second year in a row. Teams in Ice Hockey, Girls Gymnastics, Boys Soccer, and Girls Soccer all qualified for M.I.A.A. team tournaments while Girls Cross Country and Football had outstanding seasons.

Individual honors also went to many of our athletes and coaches. Mr. Michael Phelan was named "Tennis Coach of the Year" by the League. C.J. Wood, a senior, was Burlington's third student athlete to be honored by the Boston Garden Good Sport Award. Mr. Richard Verzone was recognized as Massachusetts' Athletic Director of the Year and subsequently recognized as Eastern Regional Athletic Director and one of five finalists for the Nation's Top Athletic director in 1989-1990.

The 1990 Golf Team was awarded the M.I.A.A. "Gold Award" for Team Academic Excellence from the M.I.A.A. This is a new program enacted this past year.

Our students, parents and community remain enthusiastic and supportive, and with this support we will continue to strive for excellence.

Respectfully submitted,

Richard Verzone
Athletic Director

# OFFICE OF PUPIL SERVICES

The Office of Pupil Services continued to provide for the implementation of a wide variety of programs for the students in the Burlington Public Schools. The major programs that are administered by the Department are Guidance, English as a Second Language, Special Education, Health Services, State Testing Program, Attendance, and Chapter I.

During the past year, there has been an expanded effort to provide for the needs of parents with young special needs students. A series of evening meetings were sponsored by the Early Childhood Program around issues of child development. In addition, an ongoing parent support group was established for parents of young special needs children.

The year 1990 marked the third round of the Massachusetts Educational Assessment Program which is mandated by Chapter 188 of the Acts of 1985. The purpose of the assessment testing is to assist in the improvement of curriculum and instruction in schools in Massachusetts. All students in grades 4, 8, and 12 participate in the testing. The results indicate that Burlington students performed at a satisfactory level in the areas of Math, Reading, Science and Social Studies. The scores were disseminated to staff to assist them in the on going review of programs in the Burlington Public Schools.

The citizens of the Town of Burlington and the School Committee have continued to support quality programs and services to the students of the Burlington Public Schools.

Respectfully submitted,

J. Kevin Foley
Director

# NURSING STAFF

The following mandated programs and screenings result in the following:

All students checked for vision, hearing, and podiatry problems.

| | |
|---|---|
| Vision referrals | 171 |
| Hearing referrals | 82 |
| Podiatry referrals | 56 |
| Grades five through nine: | |
| Postural screening referrals | 43 |

Physical examinations required at school entrance and designated intervals not done privately

| | |
|---|---|
| Kdg. - 1 | All done privately |
| Gr. 4 | 37 |
| Gt. 7 | 27 |
| Gr. 10 and sports | 315 |

Examined by school physician,
Dr. Gary Goldfarb

Fluoride rinse given in grades Kdg. through six on a weekly basis to those whose parents have requested it — averages 70%

Health room visits numbered approximately 15,410 accounting for 1843 dismissals

| | |
|---|---|
| Accident reports for students | 96 |
| Accident reports for staff | 31 |
| Homebound students receiving instruction | 3 |
| Special transportation | 2 |
| Physical education exclusion | 145 |
| Medication given: 12 psychotropic drugs | |
| 56 other emergency type medications | |

Ongoing monitoring of required immunizations and boosters needed will help ensure the well-being of each student. A recent change in the status of measles vaccine by the Commonwealth of Massachusetts has and will require additional notification to parents/guardians in order to be in compliance with the General Laws.

Blood pressure readings (mainly staff personnel) accounted for more than 300 in number.

The nurses were involved in classroom participation in the following subjects: oral hygiene; menstruation; nutrition; handwashing; non-violent play; and head lice.

In addition the nurses attended workshops for continuing education in the following areas: Lyme disease; alcohol and its effects; cardiopulmonary resuscitation recertification; new cardiac medications; and computer use data.

In the fall, Mrs. Mary Mercer retired (high school nurse and former Board of Health nurse). Her devotion to the young people will be missed, and we wish her a happy and fulfilling retirement.

We welcome Mrs. Mary Piacentini, who joined our ranks at Memorial and Wildwood Schools. She comes with a wealth of experience.

We wish to thank the staff, Dr. Goldfarb, Dr. Casey, Mr. Foley, and the parents for their continued support in helping us meet the medical needs of the student body. It has been a pleasure to serve this community.

Respectfully submitted,

Lois Conroy, RN
Supervisor of Nurses

# SUPERVISOR OF ATTENDANCE

The Supervisor of Attendance has the legal responsibility of insuring that all Burlington residents between the ages of 6 and 16 years receive an education by attending school on a regular basis. Supported by the special programs implemented through the Office of Pupil Services, students are afforded a better opportunity of developing their potential. The attractive features of such programs tend to influence students positively and directly affect their daily school attendance.

A student is considered truant if he willingly absents himself from school without the knowledge of his parents or school officials. In such cases parents are notified and administrative action is taken. Habitual tardiness, if not corrected, can become a serious problem for students. It is recommended that parents of middle and high school students notify the respective schools in the case of their child's absence. This enables the department to handle attendance more efficiently.

### LUNCH PROGRAM

The Burlington School System participates in the National School Lunch Program. Students are able to purchase their lunch for one dollar and 25 cents ($1.25) daily. If a family finds it difficult to purchase these lunches at the full price, they may apply for free or reduced price meals. The price of a reduced meal is 40 cents daily. Eligibility for this program is determined by income guidelines set down by the Federal government. Applications for the program are available at the schools or may be obtained at the Office of Pupil Services. Students may apply to the program at any time.

### WORKING PERMITS

As Supervisor of Attendance for the Burlington Public Schools, I request the cooperation of all citizens in abiding by the

rules and regulations established by the Massachusetts Department of Labor relative to the employment of minors. Every child between the ages of 14 and 18 years of age must by law have a working permit. This must be kept on file at the place of employment. On termination of employment the permit must be returned to the Office of Pupil Services within 24 hours. A minor is allowed to work only at the job stated on the employment permit. If he or she changes to a different type of employment, a new permit must be secured.

A child under the age of 16 cannot work earlier than 6:30 a.m. and not later than 6:00 p.m. for a total number of hours not to exceed 40 hours in any week. A child over 16 years of age may work no later than 10:00 p.m.

Permits may be obtained by the student at the Office of Pupil Services in the Administrative Unit at Burlington High School any weekday between the hours of 8:00 a.m. and 4 p.m.

It is incumbent upon us as educators and members of the community to guide students in achieving a healthy balance between education and employment.

### STATE REPORTS

The Supervisor of Attendance has the responsibility of coordinating the state reports filed with the Department of Education on October 1 and May 1 of each year. The School System Summary Report, Individual School Report, the School-Attending Child and the Educational Census present a total picture of the educational process for the Burlington Public Schools. The Massachusetts Public School Improvement Act of 1985-Chapter 188 has generated the Individual School Student Data Report which is completed by the schools and returned to the Department of Education at the end of every school year.

Respectfully submitted,

Monica J. Curtin
Supervisor of Attendance

# SCHOOL PHYSICIAN

All the sport physicals for this year are now completed. The physical examinations for the elementary and middle schools will be arranged shortly.

The students have been most courteous and cooperative during this difficult task. My thanks go to the head nurses, Mrs. Bergman, Mrs. Conroy, and Mrs. Connor for helping coordinate and organize my physical examinations. They all have made my job much more enjoyable.

My congratulations go to our football team, Coach Dillon and staff for a most successful and exciting season. Their determination and stamina were an inspiration to us all. My appreciation goes to Joe Gallo, our trainer, for all his expertise and help during the games.

My appreciation, as always, also goes to Mr. Richard Verzone for allowing me to be a part of it all.

Respectfully submitted,

Gary L. Goldfarb. M.D., F.A.A.P.
School Physician

# SCHOOL PODIATRIST

I hereby submit my report as the school podiatrist for the year of 1990.

The foot screenings have been completed at the Marshall Simonds Middle School, Pine Glen School, Fox Hill School, and the High School.

The foot screenings at the Wildwood School and the Memorial School will be completed early in January. The junior class screenings will be done at the start of the second semester near the end of January.

I want to take this opportunity to thank the Superintendent of Schools, the Principals, the nurses, the teachers, and in particular the Physical Education Department including the coaches for their close cooperation and assistance.

Respectfully submitted,

John L. Casey JR DPM
School Podiatrist

# BUILDINGS & GROUNDS

The School Department Buildings and Grounds office has undergone many changes during 1990 including the hiring of a new Director.

A major accomplishment that was undertaken was the installation of a full service elevator to accommodate the needs of the handicapped children at the Marshall Simonds Middle School. The project began in July and was completed the first week in January. After inspection and testing, the elevator will be available for student use by the middle of January 1991.

At the other school buildings, a major energy conservation program was completed with the installation of energy efficient lights and reflectors which allowed us to increase the lighting levels in the classrooms while reducing our electric consumption. This project was fully funded by Boston Edison and has a value of $660,000.

The Memorial School has a new Weil-McClan boiler. A new oil burner will be installed at the Marshall Simonds Middle School in February of 1991. These measures were undertaken with the goal of reducing our oil consumption while improving the environment of the schools.

Some of our future projects include the replacement of the gum floors at the Pine Glen and Wildwood schools, replacement of cloudy lexan windows and continued painting of the corridors and classrooms.

I would like to thank my clerical, custodial and maintenance staff, plus the Recreation Maintenance Department, the Department of Public Works, and all others who have helped in maintaining the Burlington Schools.

Respectfully submitted,

William H. Koutrouba
Director

# SHAWSHEEN VALLEY REGIONAL VOCATIONAL/TECHNICAL HIGH SCHOOL

**Annual Report**

**Elected Representatives of the Regional School Committee are:**

**BEDFORD**
Anthony R. Mazzone
Mark Trifiro

**BURLINGTON**
John P. Miller
Alfred Verrier

**BILLERICA**
Kenneth L. Buffum, Chairman
Bernard Hoar, Secretary

**TEWKSBURY**
J. Peter Downing
Richard E. Griffin

**WILMINGTON**
John M. Gillis, Treasurer
Kevin J. Sowyrda, Vice Chairman

## Annual Report 1990

The Shawsheen Valley Regional Vocational Technical High School District is one of twenty-five regional vocational technical school districts within the Commonwealth of Massachusetts. The principal objective is to provide comprehensive vocational/technical educational experiences for high school youths residing in the towns of Bedford, Billerica, Burlington, Tewksbury, and Wilmington. Upon graduation, students receive a high school diploma and a mastery certificate trained in a specialized technical area. Many Shawsheen Valley Technical graduates further their education in post-secondary study in colleges and universities, while most enter the world of work as experienced technicians and craftsmen.

Eleven hundred and fifty-four high school youths attended Shawsheen Valley Technical during the 1990 school year. In June of 1990, two hundred and sixty-seven students graduated, with over ninety percent entering the world of work or pursuing higher education. Shawsheen Valley Technical continued to be the state leader for all vocational technical school districts in Massachusetts placing students in either well paying jobs within their area of specialized training, or preparing students for future technical and academic study.

Because of its outstanding reputation, numerous visitors reviewed the extraordinary educational opportunities offered by Shawsheen Valley Technical's outstanding faculty. During 1990, visitors included educators from Kyoto, Japan; the Chairman of the National League of Cities Educational Task Force, Mayor Donald Fraser of Minneapolis, Minnesota; and the entire educational leadership team from the Hubert H. Humphrey Occupational Resource Center located in Boston, Massachusetts.

Many activities took place during 1990 which deserve special recognition:

* During 1990, significant capital investment was made at the school. Over one million dollars was spent modernizing equipment throughout the facility. A new mainframe computer system was purchased and is utilized for all administrative needs including; payroll, budgeting, output of daily variance reports, attendance, student scheduling, comprehensive financial management services and student information services. The new VAX 3300 and 3400 series is also utilized by the students majoring in Business Technology and Data Processing.
  All of the equipment used in the school's twenty technical/vocational programs has been upgraded providing students with the most modern technology available.

* In addition, nearly two million dollars was spent modernizing the facility. The school was fortunate to receive member town support providing these resources, and significant improvements were made to the heating and electrical system. The major renovation work was conducted during the summer months and included: replacing all fifteen year old carpet; replacing 60% of internal lighting and reducing electricity usage simultaneously; replacing all internal fire doors; repairing the seven hundred car parking lot; repaving the school's tennis courts; significant improvements to the heating system; and completely renovating the school pool and auditorium.
  Shawsheen Valley Technical offers a facility well equipped to meet the ever changing training needs of students, completely renovated to continue offering residents of member towns the best in vocational technical education well into the twenty-first century.

* The Curriculum Council, consisting of Shawsheen Valley Technical Administrators and Teachers, continued to develop and recommend to the Shawsheen Valley Technical School District Committee significant improvements to the curricula offerings. The Council is committed to empowering teachers and providing them a forum for significant input into the decision making process. Various recommendations implemented since the formation of the Council in 1988 were obvious when the school district received its educational assessment results from the Department of Education published in December of 1990. Significant achievement improvements were documented in all academic areas, with Reading and Science tests results showing significant improvement over the results published in December of 1988.

* In competition with sixty-four state-wide vocational technical school districts, Shawsheen students collected over thirty-seven medals in competition sponsored by the Vocational Industrial Clubs of America. Eight Shawsheen students were selected to participate in national competitions held in Tulsa, Oklahoma in June 1990. Students from Health Technology received a national Silver Medal in the Health Knowledge Bowl competition.

* Over three hundred Shawsheen Valley Technical students participated in the various interscholastic athletic programs offered by the school district. League Championships were generated in Soccer and Cheerleading.

* In March of 1990, the school district reorganized its existing plant maintenance department, updated job descriptions consistent with school needs, and received School Committee approval.

* The school district continued its tradition of training adults at no cost to the local taxpayer. Five hundred and sixty-seven adults took advantage of Shawsheen's Adult Education program offered evenings during the school year. In addition, the district received state and federal grants allowing various adult training programs during the school day. Examples of successful adult training programs included: seventeen unemployed adults received training as Medical Laboratory Assistants with a ninety-five percent successful placement for these adults; another adult training program in Electronic Troubleshooting allowed over one hundred adults career preparation as technicians; and twenty-two adults were training as diesel mechanics, with over nineteen receiving employment in the diesel mechanics trade.

* The district applied to become an "Automotive Center of Excellence" as part of a national accreditation in cooperation with the New England Association of Automotive Warehouse Distributors. A self evaluation was completed during 1990, and a site visitation is expected to be complete in January of 1991. The district completely modernized its automotive department consistent with NATEF specification, and hopes to become a statewide training center to be utilized by existing automotive technicians after the normal school day. The Massachusetts Department of Occupational Education approved approximately $30,000 in grant funds providing the district resources to modernize automotive tools and equipment.

* An in-house Computer Aided Advisory Committee, consisting of Shawsheen Valley Technical staff, was formalized to evaluate the integration of all software and microcomputers in all academic and technical offerings at the school. Hardware improvements were realized for the reading laboratory and within the technical illustration department, and future purchase of software is articulated by various programs. Also, one year and five year plans were developed to guarantee the integration and efficient utilization of all computer related purchases within the school building.

* Shawsheen Valley Technical was one of five school districts in the United States to be chosen to design and implement curriculum in Applied Biology.

* A Peer Leadership program was formalized by the Shawsheen Valley Technical Guidance Department. A dynamic group of students assembled to assist peers in the afternoon tutoring program and serve as student mentors for students experiencing social adjustment issues. Peer leaders assist in the annual open house programs, and are quite active in regional activities with other high school peer leadership groups.

Finally, the school district performed many services for the benefit of member communities.

* Construction was completed on a split level home by the building trades cluster, providing affordable housing in cooperation with the Wilmington Housing Authority and the Wilmington Development Corporation.

* In the fall of 1990, construction began on a new garrison colonial in the town of Billerica. Each year Shawsheen Valley Technical builds one complete home in one of the member towns. The home is built for local housing authorities and/or corporations or for an individual selected by a lottery method. Interested residents or housing entities are encouraged to contact the Shawsheen Valley Technical Business Manager for inclusion in future lottery selections.

* The Masonry Department completed a concrete block building at Livingston Park in Tewksbury to be used as a storage area for the local youth basketball league.

* The Machine Shop, Carpentry Department, and Drafting Department fabricated a sign for the press box at the Wilmington High School Field.

* The Carpentry Department installed cabinets and counters at the Senior Citizens Center located in Bedford.

* The Automotive and Autobody Departments repaired and reconditioned several vehicles for the Billerica Police Department.

In addition to the aforementioned projects (which give only a small sample of various projects completed yearly benefiting member communities), Shawsheen Valley Technical continued to provide comprehensive services benefiting residents and municipalities. The Graphic Arts cluster printed various reports and serviced various printing needs; the Culinary Program continued its Rams Head Dining Room open to the public on a daily basis; the Bakery Program continued to provide a daily supply of a variety of freshly made baked goods; and the Cosmetology students rendered their services to area residents in our newly renovated hairdressing salon.

Shawsheen Valley Technical gratefully appreciates the continued support received from member communities, Town Administrators, boards and commissions, and looks forward to serving the needs of area residents for many years to come.

# HOUSING AUTHORITY

Although 1990 was an extremely difficult one financially for the Commonwealth of Massachusetts, the Burlington Housing Authority has held its own. The Housing Authority received a planning grant of $25,000 for the construction of family housing and has hired an engineering firm to conduct a feasibility study in preparation for a major modernization grant which it is expecting to receive in 1991.

In 1990, the Burlington Housing Authority received another Federal award of 16 Section 8 certificates. Only 22 housing authorities out of 247 statewide received these awards. Also, the addition of 113 Federal and State subsidy certificates since 1988 contributed greatly to the Authority's financial health during this year of severe state-wide financial problems.

There are no outstanding audit findings in either the State or Federal programs administered by the Authority.

Currently, the Burlington Housing Authority is concentrating on maintaining its current properties and tightening up further its operations in order to cope with the severe budget cuts in fiscal years 1989 and 1990. However, the Authority is still pursuing all other avenues available to provide additional affordable housing for the residents of Burlington.

The Authority's commitment to support local preference in housing remains firm, despite the movement in the State and Federal Governments recently toward regionalization via large private non-profit agencies which administer from locales in large cities and do not give local preference.

The Burlington Housing Authority, organized in 1966, operates under the provisions of Chapter 121B of the Massachusetts General Laws and 24CFR, Sec. VIII, of the Federal Regulations.

**BOARD MEMBERS**

| | |
|---|---|
| Samuel Roberto, Chairman | April 1993 |
| Robert Matarazzo, Vice Chairman | April 1992 |
| M. Harrison Graham, Treasurer | April 1991 |
| Joseph Arena, Assistant Treasurer | April 1994 |
| Sheila Howard, State Appointee | April 1995 |

**PROGRAMS CURRENTLY UNDER MANAGEMENT**

| | |
|---|---|
| Federal Subsidized Units | 104 |
| State Subsidized Units | 66 |
| State Conventional Units | 107 |
| Total Units Administered | 277 |

# METROPOLITAN AREA PLANNING COUNCIL

To the Selectmen and Fellow Citizens of Burlington:

I herewith submit a brief report of the activities of the Metropolitan Area Planning Council (MAPC), and my involvement as your representative to MAPC, during the past year.

In general, MAPC provided the 101 communities in the Metropolitan Boston area with regional planning services and representation at State, New England Region, and National organization meetings and forums.

As part of Metroplan 2000, our regional development plan, Burlington was included in the following projects:

- mapping of the sewer service area
- detailed analyses of sewer and water capacities
- solid waste management analyses and mapping
- analysis of local transportation priorities
- economic development and housing analyses
- open space and resource protection data analyses

Metroplan 2000 has been presented to the Burlington Board of Selectmen and to the Burlington Planning Board.

Burlington was included in the following MAPC demographic reports:

- Employment and Income Forecasts
- Population and Age Group Forecasts
- Regional and Community Population and Employment Forecasts
- Business and Residential Growth in Metropolitan Boston

MAPC tracks recent and proposed commercial, industrial and residential development projects in Burlington for research purposes.

The North Suburban Planning Council, the sub-regional organization of which Burlington is a part, was staffed and supported by MAPC. MAPC studies in the sub-region include the Route 128 Study and a water protection study. Along with other community representatives, I helped prioritize local transportation projects and pursued their inclusion in the federal Transportation Improvement Program and other funding programs.

Individually, in May of this year, I concluded the last of four one year terms as the elected President of MAPC and the second of two one year terms as the elected President of the Massachusetts Association of Regional Planning Agencies, the organization of the thirteen state regional agencies. I continue to serve as a member of the MAPC Executive Committee and Chairman of the MAPC Project Review Committee.

Sincerely,

Frank E. Baxter
MAPC Representative

# TOWN MEETINGS & ELECTIONS

## ADJOURNED (FIRST) TOWN MEETING MONDAY, JANUARY 8, 1990

A quorum being present , the meeting was called to order at 7:45 p.m. with a salute to the flag.

By unanimous consent, the reading of the Warrant and Constable's Return was waived.

It was moved, seconded and so voted to adjourn to January 10 at the conclusion of tonight's meeting, if necessary.

### ARTICLE 1 - REPORTS OF TOWN OFFICERS AND COMMITTEES

It was moved, seconded and voted to hear committee reports when the respective articles are heard.

### ARTICLE 2 - TRAFFIC SUPERVISORS COLLECTIVE BARGAINING AGREEMENT

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 6-0 in favor. VOTED to fund the Collective Bargaining Agreement by and between the Town Of Burlington and Local 1703 (Traffic Supervisors) American Federation of State, County and Municipal Employees,, AFL-CIO, by transfer from Line 145 (FY'90 Negotiated Settlements) of Annual Budget as voted in May 1989, the sum of $2,862 to the following accounts:

| | |
|---|---|
| Police Part-time Salaries | $2,622 |
| Traffic Supervisors Uniforms | $200 |
| Total | $2,862 |

same to be spent under the direction of the Police Chief, with the approval of the Board Of Selectmen.

### ARTICLE 3 - MARSHALL SIMONDS TRUST

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 6-0 in favor. VOTED that the Town accept from the Trustees under the will of Marshall Simonds, $9,500 for the maintenance and improvement of Simonds Park, same to be spent under the direction of the Recreation Commissioners.

### ARTICLE 4 - TRANSFER OF FUNDS - FIRE DEPT. CHAPTER 41-111F MEDICAL

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 6-0 in favor. VOTED that the Town transfer from free cash the sum of $10,000, for Chapter 41-111F Medical Payments, same to be spent under the appropriate authority.

**ARTICLE 5 - TRANSFER OF FUNDS**

The article was moved and seconded by the Ways & Means who were 5-2 in favor. VOTED that the Town transfer from free cash the sum of $50,000 to the Fire Department overtime account, same to be spent under the direction of the Fire Chief.

**ARTICLE 6 - TRANSFER OF FUNDS - POLICE DEPT. MATERIALS & SUPPLIES ACCOUNT**

The Article was moved and seconded by the Ways & Means who were 5 -2 in favor. VOTED that the Town transfer from free cash the sum of $15,000 for the purpose of providing sufficient funds in the Materials and Supply Account to cover the cost of gasoline, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 7 - FIRE ALARM CONTROLS - MARSHALL SIMONDS SCHOOL**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 7-0 in favor. VOTED that the Town transfer from free cash the sum $17,000 for the purpose of upgrading fire alarm controls at the Marshal Simonds Middle School, same to be spent under the direction of the School Committee.

**ARTICLE 8 - FIRE ALARM CONTROLS - BURLINGTON HIGH SCHOOL**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 7-0 in favor. VOTED that the Town transfer from free cash the sum $35,000 for the purpose of upgrading fire alarm controls at the Burlington High School, same to be spent under the direction of the School Committee.

**ARTICLE 9 - GENERAL BYLAW AMENDMENT - ARTICLE V - CONTROL OF DOGS**

The article was moved and seconded . Bylaw Review Committee voted 3-0 in favor. Board of Selectmen voted 5-0 against. Defeated.

**ARTICLE 10 - GENERAL BYLAW AMENDMENT - ARTICLE VI- SELECTMEN**

A motion to dismiss was moved, seconded and so voted.

**ARTICLE 11 - GENERAL BYLAW AMENDMENT - ARTICLE IX - FINANCE COMMITTEE**

The Article was moved and seconded by the Review Committee. The Ways & Means were 7-0 in favor. A MAJORITY VOTED that the Town amend the General Bylaws, Article IX, Section 4.0, second sentence by striking the words "at the first session of Town Meeting, if at all possible filed with the Selectmen to be distributed with the warrant" so that the second sentence of Section 4.0 as amended with read as follows:

> "The recommendation for the Town Meeting shall be filed with Town Clerk in time for distribution at the first session of Town Meeting, and if at all possible filed with the Selectmen to distributed with the warrant."

**APPROVED ATT GEN. 3-26-90 ADV. BURL. NEWS 4-5/4-12-90**

**ARTICLE 12 - GENERAL BYLAW AMENDMENT - ARTICLE I GENERAL PROVISIONS**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 7-0 in favor. Bylaw Review Committee were 3-0 in favor. A MAJORITY VOTED to amend the General Bylaws by adding a new section to Article I - General Provisions, as follows:

Section 13 - Interest Charges - Past Due Bills

The due date for the payment of all municipal charges and bills shall be 30 days after the charge or bill is issued by the Town, unless otherwise specified by a General Law or Special Act of the Commonwealth. There shall be added to any charge or bill in excess of $50.00 not paid within 30 days after the due date, interest at the same rate as charged on tax bills under the provisions of MGL Chapter 59, Section 587. The Board of Selectmen shall have the authority to abate any such interest charges, in whole or in part.

**APPROVED ATT GEN. 3-26-90 ADV. BURL. NEWS 4-5/4-12-90-**

**ARTICLE 13 - ACCEPTANCE OF CH. 40 S58 MGL**

The article as it appears in the Warrant was moved and seconded. Defeated.

At this time, Selectman Baden congratulated T.M.M Mildred Nash who recently had a book of her poems published.

**ARTICLE 14 - ACCEPTANCE OF EASEMENT OF CH.148, S261 AND S34 MGL**

The article as it appears in the Warrant was moved and seconded. VOTED that the Town accept Chapter 148, S261 and S34 of the General Laws as amended relative to the installation of automatic sprinkler systems.

## ARTICLE 15 ACCEPTANCE OF EASEMENT - MALL ROAD

The article as it appears in the Warrant was moved and seconded . UNANIMOUSLY VOTED that the Town accept an easement form James S. Hekimian and William G. Finard, Trustees of the Burlington Woods Office Trust V, and James S. Hekimian and William G. Finard Trustees of Burlington Woods Hotel Trust to install and construct a sidewalk, fire hydrant and traffic signal system on land described on a plan of land entitled "Easement Plan of Land" Burlington, Massachusetts, prepared for Town of Burlington, scale 1" = 20', August 22, 1989.

Prepared by Vanasse Hangen Brustlin, Inc., Consulting Engineers and Planners, 60 Birmingham Parkway, Boston, Massachusetts," on file with the Town Clerk.

## ARTICLE 16 - ZONING BYLAW AMENDMENT - DEFINITIONS

The article as it appears in the Warrant was moved and seconded. A motion to amend by striking the main motion and substituting with the following was moved and seconded. Planning Board was in favor 5-1-1-.

**2.35 HOSPITAL**
Any institution, however named, licensed by the Commonwealth of Massachusetts as a hospital, acting through the Department of Public Health or any successor agency, whether operated for charity or as a non-profit, which is maintained for the purpose of caring for persons admitted thereto for diagnosis or medical, surgical or restorative treatment which is rendered within said institution including related facilities such as hospital patient pervice laboratory, hospital diagnostic laboratory, out-patient department, patient pharmacy, stock room, physical therapy, staff and administrative offices.

This definition is not intended to excuse a hospital from the requirements of Section 4.2.7.4. of the Use Table or any other section of Article IV, "Use Regulations", of the Burlington Zoning Bylaw. Amendment carried.

There was a division of the house and tellers were appointed. By a vote of 68 in favor and 6 opposed, the main motion as amended carried. VOTED 68 to 6 to amend the Zoning Bylaws - Article II - Definitions by deleting the existing section 2.35 Hospital and substituting with the following:

**2.35 HOSPITAL**
Any institution , however named, licensed by the Commonwealth of Massachusetts as a hospital, acting through the Department of Public Health or any successor agency, whether operated for charity or as a non-profit, which is maintained for the purpose of caring for persons admitted thereto for diagnosis or medical, surgical or restorative treatment which is rendered within said institution, including related facilities such as hospital diagnostic laboratory, out-patient departments, patient pharmacy, stock room, physical therapy, staff and administrative offices.

This definition is not intended to excuse a hospital from

## ARTICLE 17 - ZONING BYLAW AMENDMENT - ARTICLE IV - USE REGULATION

The article as it appears in the Warrant was moved and seconded. A motion to amend by inserting the following paragraph was moved and seconded. Planning Board was 5-1-1-in favor.

In approving a special permit for said parking structure or structures, the Planning Board may (1) limit the number of structures permitted on any site, and (2) determine the maximum number of parking spaces to be permitted and contained on or within a parking structure or structures, as the Planning Board deems appropriate. Further, in approving a special permit for parking structure or structures, the Planning Board may require that specific numbers of existing surface parking spaces, or existing paved or impervious surface areas on a site or sites, be removed and be converted to pervious surface areas, or landscaped areas. In addition, the Planning board may require that approval of a special permit for a parking structure (or structures) not result in a net increase of the total number of parking spaces in existence at the time of application for such special permit.Amendment carried.

There was a division of the house and tellers were appointed. By a vote of 62 in favor and 17 opposed the main motion as amended carried. VOTED 62 to 17 to amend Section 4.3.2.9 of the Zoning Bylaws to read as follows:

4.3.2.9 Parking garages and/or parking structures for more than three (3) vehicles, including both enclosed and open garages and structures above and below ground

| RO | RG | BN | BL | BG | BT | IG | IH | IR | A | WR |
|---|---|---|---|---|---|---|---|---|---|---|
| NO | NO | NO | NO | NO | NO | NO* | SP | NO | YES | YES |

*Except permitted by Special Permit in an (IG) District only as an accessory use to a Hospital principal use at which, at a minimum (i) in-patient and out-patient care and services are provided; and (ii) such facility has not less than fifty (50) beds for in-patient treatment.

In approving a special permit for such parking structure or structures, the Planning Board may (1) limit the number of structures permitted on any site, and (2) determine the maximum number of parking spaces to be permitted and contained on or within a parking structure or structures, as the Planning Board

deems appropriate. Further, in approving a special permit for parking structure or structures, the Planning Board may require that specific numbers of existing surface parking spaces, or existing paved or impervious surface areas on a site or sites, be removed and be converted to previous surface areas, or landscaped areas. In addition, the Planning Board may require that approval of a special permit for a parking structure (or structures) not result in a net increase of the total number of parking spaces in existence at the time of application for such special permit.

APP. ATT. GEN. 3-26-90 ADV. BURL. NEWS 4-5/4-12-90

**ARTICLE 18 — ZONING MAP AMENDMENT**

A motion to dismiss was moved, seconded and so voted.

At 10:45 P.M. a motion to adjourn was moved, seconded and so voted. The Annual Town Meeting will be held on Monday, May 14th.

ATTEST:
Jane L. Chew, Town Clerk

Referendum Petitions to repeal Chapter 516 of the Acts of 1989 were submitted for certification. The Board of Registrars certified 326 names in February.

**The Commonwealth of Massachusetts**

Middlesex SS.

To either of the Constables of the Town of Burlington in the County of Middlesex : Greeting.

In the name of the Commonwealth of Massachusetts, you are hereby directed and to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the Memorial School, Fox Hill School, Wildwood School and Pine Glen School in said Burlington on Saturday the 7th day of April next, at 8:00 in the fore noon, then and there to act on the following articles:—

**VACANCIES TO BE FILLED**
**ANNUAL TOWN ELECTION - APRIL 7, 1990**

| | | |
|---|---|---|
| (1) | Moderator | 1 Year |
| (1) | Selectmn | 3 Years |
| (2) | Planning Board Members | 5 Years |
| (2) | School Committee Members | 3 Years |
| (1) | Assessor | 3 Years |
| (1) | Board of Health Member | 3 Years |
| (1) | Recreation Commissioner | 3 Years |
| (1) | Library Trustee | 1 Year |
| (2) | Library Trustees | 3 Years |
| (1) | Shawsheen Tech. H.S. Member | 3 Years |
| (36) | Town Meeting Members | 3 Years |
| (4) | Town Meeting Members | 2 Years |
| (1) | Town Meeting Member | 1 Year |

**QUESTIONS**

1 Do you oppose further cuts or withholding of local aid to the Town of Burlington?
This question is not binding.

2. Should the state share 40% of its revenue from growth taxes (income, state and corporate income) with towns and cities on a continuing and consistent basis to help support basic local services such as public safety, public health and education?
This question is not binding.

And you are directed to serve this Warrant, by posting up attested copies thereof at Memorial School, Fox Hill School, Wildwood School, Pine Glen School and at the Town Hall.

in said Town, seven days at least before the time of holding said meeting.

Hereof fail not, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid.

Given under our hands this 26th day of March in the year of our Lord one thousand nine hundred and ninety

Phillip A. Gallagher
Richard C. Wilde
John H. Leahy, Jr.
Virginia E. Mooney
Selectmen of Burlington

A true copy. Attest:
Anthony J. Saia
Constable.

Pursuant to the Within Warrant, I have notified and warned the inhabitants of the Town of Burlington by posting up attested copies of the same at Fox Hill School, Memorial School, Wildwood School, Pine Glen School and at the Town Hall 7 days before the date of the meeting, as within directed.

s/s Anthony J. Saia, Constable of Burlington.

## ANNUAL TOWN ELECTION - APRIL 7, 1990

The Polls for the Annual Town Election were opened at 8:00 AM. All Precinct Workers were sworn in by the Wardens. The machines were all checked, they were all sealed and the public counters all read zeros. The Polls were closed at 8:00 PM.

| | | | |
|---|---|---|---|
| Precinct 1 | Warden | Mary Louise Rutherford | 998 votes cast |
| Precinct 2 | Warden | Betty L. Yetman | 833 |
| Precinct 3 | Warden | Donald L. Sleeper, Jr. | 1,058 |
| Precinct 4 | Warden | Patricia Stanford | 807 |
| Precinct 5 | Warden | Virginia M. Igo | 942 |
| Precinct 6 | Warden | Elmer V. Larson, Jr. | 1,048 |

Total votes cast: 5,686 (includes 350 absentee)

| | Prec.1 | Prec.2 | Prec.3 | Prec.4 | Prec.5 | Prec.6 | Total |
|---|---|---|---|---|---|---|---|
| **MODERATOR (1)** | | | | | | | |
| Murphy, Thomas F. | 685 | 563 | 693 | 568 | 606 | 735 | 3850 |
| Blanks | 313 | 270 | 365 | 239 | 336 | 313 | 1836 |
| **SELECTMEN (1)** | | | | | | | |
| Ferguson, Charles T. | 440 | 414 | 537 | 347 | 438 | 498 | 2674 |
| Pollicelli, Philip | 424 | 325 | 371 | 312 | 368 | 393 | 2193 |
| Proulx, Michael A. | 71 | 43 | 80 | 106 | 95 | 106 | 501 |
| Rossi, Gene J. | 28 | 26 | 37 | 10 | 17 | 22 | 140 |
| Blanks | 35 | 25 | 33 | 32 | 24 | 29 | 178 |
| **PLANNING BOARD (2)** | | | | | | | |
| Covino Jr., Ernest E. | 668 | 527 | 669 | 515 | 600 | 707 | 3686 |
| Raymond, Paul R. | 492 | 419 | 564 | 452 | 537 | 589 | 3053 |
| Blanks | 836 | 720 | 883 | 647 | 747 | 800 | 4633 |
| **SCHOOL COMMITTEE (2)** | | | | | | | |
| Monaco, Christin M. | 484 | 408 | 516 | 438 | 467 | 521 | 2834 |
| Vanella, John L. | 579 | 504 | 626 | 402 | 505 | 606 | 3222 |
| Cooper, George R. | 99 | 126 | 137 | 149 | 142 | 163 | 816 |
| Mooney, John Jack D. | 581 | 432 | 553 | 423 | 520 | 567 | 3076 |
| Blanks | 253 | 196 | 284 | 202 | 250 | 239 | 1424 |
| **ASSESSOR (1)** | | | | | | | |
| Morrison, Elmer J. | 687 | 580 | 782 | 628 | 711 | 775 | 4163 |
| Blanks | 311 | 253 | 276 | 179 | 231 | 273 | 1523 |
| **BOARD OF HEALTH (1)** | | | | | | | |
| McSweeney, Eugene T. | 470 | 428 | 445 | 324 | 433 | 459 | 2559 |
| Kemper, Glenn A. | 441 | 342 | 525 | 409 | 435 | 533 | 2685 |
| Blanks | 87 | 63 | 88 | 74 | 74 | 56 | 442 |
| **RECREATION COMM. (1)** | | | | | | | |
| Schuler, Edward B. | 664 | 567 | 721 | 592 | 652 | 770 | 3966 |
| Blanks | 334 | 266 | 337 | 215 | 290 | 278 | 1720 |
| **LIBRARY TRUSTEES (2)** | | | | | | | |
| Michutka, Julie M. | 541 | 434 | 568 | 442 | 537 | 593 | 3115 |
| Radtke, Richard E. | 371 | 274 | 325 | 319 | 362 | 435 | 2086 |
| Braceland, Timothy | 471 | 491 | 630 | 383 | 453 | 521 | 2949 |
| Blanks | 613 | 467 | 593 | 470 | 532 | 547 | 3222 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **LIBRARY TRUSTEE (1)** | | | | | | | |
| Lewis, Richard S. | 651 | 560 | 685 | 553 | 644 | 742 | 3835 |
| Blanks | 347 | 273 | 373 | 254 | 298 | 306 | 1851 |
| **SHAWSHEEN VALLEY TECH. (1)** | | | | | | | |
| Verrier, Alfred J. | 473 | 411 | 558 | 432 | 512 | 540 | 2926 |
| McLaughlin, Francis L. | 340 | 276 | 313 | 232 | 289 | 347 | 1797 |
| Blanks | 185 | 146 | 187 | 143 | 141 | 161 | 963 |
| **QUESTION 1** | | | | | | | |
| Yes | 580 | 475 | 609 | 450 | 571 | 566 | 3251 |
| No | 243 | 188 | 246 | 210 | 190 | 240 | 1317 |
| Blanks | 175 | 170 | 203 | 147 | 181 | 242 | 1118 |
| **QUESTION 2** | | | | | | | |
| Yes | 688 | 573 | 697 | 562 | 636 | 693 | 3849 |
| No | 114 | 86 | 140 | 213 | 114 | 102 | 769 |
| Blanks | 196 | 174 | 221 | 32 | 192 | 253 | 1068 |

## TOWN MEETING MEMBERS

**DISTRICT M — Precinct 1 (3) - 3 Years**

| | |
|---|---|
| Robert J. MacDonald | 305 |
| Lawrence E. Warfield | 179 |
| John E. Hickey | 213 |
| Kerri Anne Mooney | 264 |
| Scattered Write-ins | 2 |

**DISTRICT A — Precinct 1 (3) - 3 Years**

| | |
|---|---|
| Carol A. Casey | 338 |
| James C. Harrison | 297 |
| Gilbert Napoleon | 288 |
| Scattered Write-ins | 2 |

**DISTRICT B — Precinct 2 (3) - 3 Years**

| | |
|---|---|
| Carol D. Crosby | 246 |
| Frederick J. Crosdale, Jr. | 215 |
| Robert D Peters | 223 |

**DISTRICT C — Precinct 2 (3) - 3 Years**

| | |
|---|---|
| Lucy A. Bramanti | 222 |
| Carl M. Christiansen | 264 |
| Richard F. Gerrity | 232 |

**DISTRICT D — Precinct 3 (3) - 3 Years**

| | |
|---|---|
| Stella M. Peters | 299 |
| Louis P. Rubino | 316 |
| Elliot J. Chikofsky | 244 |

**DISTRICT E — Precinct 3 (3) - 3 Years**

| | |
|---|---|
| Stephen G. Marchese | 292 |
| Brian J. McSweeney | 304 |
| Elaine I. Zuccaro | 301 |
| Gene J. Rossi | 195 |
| Scattered Write-ins | 1 |

**DISTRICT F — Precinct 4 (3) - 3 Years**

| | |
|---|---|
| Susan Stamm | 207 |
| Daniel J. Coughlin | 205 |
| James G. Dolan | 230 |

**DISTRICT F — Precinct 4 (1) - 2 Years**

| | |
|---|---|
| Roderick Arsenault (write-in) | 4 |

**DISTRICT H — Precinct 4 (3) - 3 Years**

| | |
|---|---|
| Alfred A. Chaput, Jr. | 176 |
| Karen Cooper | 244 |
| Ronald T. Gerwatowski | 30 |
| Ellen Marie Ferguson | 224 |
| Steven J. Webb | 213 |

**DISTRICT G — Precinct 5 (3) - 3 Years**

| | |
|---|---|
| Auralie P. Slowey | 252 |
| Phyllis E. LaMarca | 307 |
| Jane Gagnon (write-in) | 7 |
| Scattered Write-ins | 3 |

**DISTRICT G — Precinct 5 (1) - 2 Years**

| | |
|---|---|
| James J. Dion, Jr. (write-in) | 5 |
| Scattered Write-ins | 3 |

**DISTRICT J — Precinct 5 (3) - 3 Years**

| | |
|---|---|
| Kenneth R. Forte | 253 |
| Jane M. Richard | 232 |
| Neil G. Sheehan | 292 |

**DISTRICT J — Precinct 5 (1) - 2 Years**

| | |
|---|---|
| Richard P. Burkhart | 308 |

**DISTRICT K — Precinct 6 (3) - 3 Years**

| | |
|---|---|
| Victoria D. Leary | 387 |
| Kenneth J. Rush, Jr. | 313 |
| Charles L. Rose | 325 |

**DISTRICT K — Precinct 6 (1) - 1 Year**

| | |
|---|---|
| Mark Schultz (write-in) | 6 |
| Scattered Write-ins | 13 |

**DISTRICT L — Precinct 6 (3) - 3 Years**

| | |
|---|---|
| William F. Callahan | 323 |
| Marlene F. Rittenberg | 291 |
| Harold Leeman (write-in) | 5 |
| Scattered Write-ins | 6 |

**DISTRICT L — Precinct 6 (1) - 2 Years**

| | |
|---|---|
| Robert T. Goodwin (write-in) | 1 |

Attest:

Jane L. Chew
Town Clerk

The following State Primary Nomination Papers were submitted and certified during the month of May:

**Town of Burlington — State Primary Nomination Papers, 1990**

| Last | First | Party | Office | Number |
|---|---|---|---|---|
| Harshbarger | Scott | Dem | Attorney General | 68 |
| Sawyer | William | Rep | Attorney General | 35 |
| Carbone | Guy A. | Rep | Attorney General | 35 |
| Eckland | William | Dem | County Commissioner | 32 |
| Schmidt | Bill | Dem | County Commissioner | 51 |
| Callahan | John | Dem | County Commissioner | 25 |
| Flaherty | Francis | Dem | County Commissioner | 314 |
| deBettencourt | Michael J. | Rep | County Commissioner | 16 |
| Fish | Walter | Rep | County Treasurer | 53 |
| Fahey | James | Dem | County Treasurer | 22 |
| McManus | Warren | Dem | County Treasurer | 29 |
| Mackey | Joseph | Dem | District Attorney | 26 |
| Spartichino | George | Dem | District Attorney | 8 |
| Pierce | Steven | Rep | Governor | 35 |
| Bellotti | Francis X | Dem | Governor | 117 |
| Murphy | Evelyn | Dem | Governor | 24 |
| Weld | William | Rep | Governor | 207 |
| Flood | John H. | Dem | Governor | 19 |
| Manganello | Vincent | Rep | Governor's Council | 197 |
| Hurley | Daniel | Dem | Governor's Council | 40 |
| Paleologos | Nicholas | Dem | Lt. Governor | 543 |
| Cellucci | Argeo | Rep | Lt. Governor | 186 |
| Torkildsen | Peter | Rep | Lt. Governor | 13 |
| Lambert | Donna | Rep | Register of Probate | 50 |
| Larkin | Thomas | Dem | Register of Probate | 40 |
| McCarthy | Paul | Rep | Secretary of State | 99 |
| Murray | Douglas | Rep | State Auditor | 106 |
| DeNucci | Joseph | Dem | State Auditor | 72 |
| Brenton | Richard P. | Rep | State Representative | 138 |
| Grace | Augusto | Dem | State Representative | 104 |
| Antonelli | Robert | Dem | State Senate | 102 |
| Howard | Doug | Rep | State Senate | 135 |
| Havern, III | Robert | Dem | State Senate | 107 |
| Mooney | Virginia | Dem | State Senate | 324 |

| | | | | |
|---|---|---|---|---|
| Kraus | Richard | Dem | State Treasurer | 62 |
| Harrington | Michael T. | Dem | State Treasurer | 94 |
| Malone | Joseph | Rep | State Treasurer | 84 |
| Markey | Edward J. | Dem | U.S. Congress | 56 |
| Rappaport | Jim | Rep | U.S. Senate | 75 |
| Daly | Daniel W. | Rep | U.S. Senate | 46 |
| Kerry | John F. | Dem | U.S. Senate | 40 |
| Total # of names certified = | | | | 3,829 |

**MAY 14, 1990**

At 7:45 p.m. the Town Meeting Members of District E were assembled to elect a member to fill the vacancy created by the election of Glenn Kemper to the Board of Health.

Present and voting were: Elaine Zuccaro, Al Fay, David Ghio

Nominee: Gene Rossi, 174 Winn St. - Unanimously voted

**ADJOURNED (SECOND) TOWN MEETING MONDAY, MAY 14, 1990**

A quorum being present, the meeting was called to order at 7:45 p.m. with a salute to the flag.

A motion to adjourn to Wed., May 16th to finish tonight's business, if necessary, was moved, seconded and so voted. All newly elected Town Meeting Members were sworn in by the moderator.

The following students who participated in Student Government Day were recognized:

| | | |
|---|---|---|
| Board of Selectmen | John H. Leahy, Jr. | Dawn Harrison |
| | Virginia E. Mooney | Phil Lieberman |
| | Richard C. Wilde | Jason Clifford |
| | Phillip A. Gallagher | Shawn Lane |
| | Charles T. Ferguson | Anastasia Kudrez |
| Town Administrator | David W. Owen | Tom Callahan |
| Appraiser/Assessor | Russell Washburn | Rahul Aras |
| Conservation Administrator | Brian Monahan | Jodi Maffioli |
| DPW Superintendent | Syamal Chaudhuri | Glen Todaro |
| Town Engineer | Pete Peters | Shuba Satayaprasad |
| Environmental Engineer | Richard Lombard | Ruby Kam |
| Fire Chief | Paul Thibault | Brian Petrone |
| Planning Director | Terry Szold | Daniel Rabazzi |
| Police Chief | William Soda | Aaron Volkringer |
| Town Clerk | Jane L. Chew | Melissa Hogan |
| Treasurer/Collector | Brian Curtin | Melissa Walters |
| Superintendent of Schools | Robert Neeley | Mary Anne Forte |
| School Committee | John E. Fogelberg | Mary Beth Delorey |
| | John L. Vanella | John Caruso |
| | Lucy Damiani | Lauren Orsini |
| | Don Muse | Sean Curtin |
| | John Mooney | Julie O'Brien |
| H.S. Superintendent | Maynard Suffredini | Jennifer Leahy |

The reading of the Warrant and the Constable's Report was waived by unanimous consent.

**ARTICLE 1 — REPORT OF TOWN OFFICERS AND COMMITTEES**

The committee to study the merging of the DPW and Recreation Maintenance Director submitted their report.

Conclusion: Merging the two Departments was not in the best interest of the Town.

Recommendations:

1) Recreation Commission look into combining under one head the position of Recreation Maintenance Director and Recreation Director.
2) Selectmen review the five (5) tier structure of the DPW for streamlining.
3) Recreation Commission and Ways & Means investigate subcontracting grass cutting and associated services.
4) Establish a committee to further study the selective use of contracted services to reduce labor and overhead costs.

Recommendations to be reported at the January, 1991 Town Meeting.

**ARTICLE 2 — AUTHORIZATION TO BORROW**

The article as printed in the warrant was moved and seconded by the Ways & Means Committee. Voted to authorize the Town Treasurer, with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 1990, in accordance with the

provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefor, payable within one year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17.

**ARTICLE 3 — CONFIRMATORY VOTE ON LAND-LOCKED LAND SETTLEMENT**

The article was printed in the warrant was moved and seconded by the Ways & Means Committee who were 7-2-1 in favor. Unanimously Voted to authorize nunc pro tunc, confirm and ratify any and all documents and instruments executed and actions taken by the Selectmen of the Town of Burlington for the purpose of implementing the vote with respect to Article 12 of the Warrant of the Special Town Meeting of Burlington on September 18, 1989 (hereinafter "Vote"), to appropriate $8,200,000 for the purpose of making a final payment for the acquisition of land consisting of approximately 221.07 acres acquired by the Town pursuant to an Order of Taking dated June 2, 1986, which was recorded in the Middlesex South Registry of Deeds at Book 17159, Page 318 and filed with the South Middlesex District of the Land Court as Document Number 713394 (hereinafter "land"), and further to resolve certain litigation relating thereto and to grant to P.C. Burlington, Inc., a Delaware corporation and successor to the rights of C.F. Burlington, Inc., a plaintiff in said litigation, or its nominee, an option for the purchase of the subject land. Without limiting the generality of the foregoing, the execution and delivery of the agreement entitled "Settlement of Amount Owing for an Acquisition of Land and Release Agreement," dated as of September 15, 1989, among the Town of Burlington (by its Selectmen); P.C. Burlington, Inc., successor to the rights of C.F. Burlington, Inc.; Middlesex Turnpike Industrial Trust; and Route 3 Associates (hereinafter "Agreement"), by the Board of Selectmen pursuant to said prior vote is hereby ratified and confirmed and authorized nunc pro tunc.

Pursuant to said vote and authority the Selectmen were and are authorized, and such authority is hereby ratified and confirmed, to execute and deliver the "Option Agreement" attached to said Agreement as Exhibit B, and a Notice of said Option Agreement, to be recorded in the appropriate Registry of Deeds and office of the Land Court, and to grant said P.C. Burlington, Inc., successor to the rights of C.F. Burlington, Inc. a plaintiff in the aforesaid litigation, as part of the settlement thereof, the option to purchase the aforesaid land in the circumstance and subject to the terms and conditions set forth in said Option Agreement.

**ARTICLE 4 — APPROVAL OF SPECIAL TOWN COUNSEL**

The article was moved and seconded by the Ways & Means Committee who were 2-8 opposed as printed in the warrant. The committee took no vote on the main motion as presented.

A motion to amend to add in the seventh line after the words "control the expenditure of funds" the words "related to this litigation" was moved and seconded. Amendment carried. Main motion as amended of representing Burlington in its eminent domain litigation against the Town of Bedford for Bedford's taking of access to the land known as the "landlocked parcel", acquired by Burlington by eminent domain taking dated June 2, 1986; and to authorize said Board of Selectmen to control the expenditure of funds related to this litigation appropriated for the out-of-pocket expenses, and to appropriate the sum of $250 for such out-of-pocket expenses; further to enter into a contingent fee agreement with said special counsel on such other terms as the Board of Selectmen shall deem appropriate.

**ARTICLE 11 — LANDLOCKED PARCEL -EXPENSES FOR EXPERT WITNESSES**

The article as printed in the Warrant was moved and seconded by the Ways & Means Committee who were 6-3 in favor. Voted to transfer from free cash the sum of $65,000 to authorize the Selectmen of the Town of Burlington to retain and hire Martin Coleman, Jr., of Waltham, Massachusetts, and such other expert(s) as needed to advise, consult and/or testify on behalf of the Town of Burlington for the purpose of litigating Civil Action No. 89-6448(L), Town of Burlington v. Town of Bedford (the "Litigation"), and to pay a fee of $65,000 to Martin Coleman, Jr. as payment for services rendered by him and his company, Coleman & Sons, in connection with such litigation, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 5 — TRANSFER OF FUNDS FY '90 — VARIOUS ACCOUNTS**

The article was moved and seconded by the Ways & Means Committee who were 8-1-0 in favor. Voted to transfer from free cash the sum of $400,000 to the following accounts:

| | |
|---|---|
| $235,000 | Snow and Ice |
| 70,000 | DPW Overtime Salaries |
| 65,000 | Temporary Loan Interest |
| 30,000 | FICA Medex |

same to be spent under the direction of the appropriate authority.

**ARTICLE 6 — FY '90 COUNTY RETIREMENT ASSESSMENT**

The article as printed in the Warrant was moved and seconded by the Ways & Means Committee who were 7-0-0 in favor. Voted to transfer from the Pension Reserve Account, the sum of $238,259, to fund the additional Middlesex County Retirement Assessment for Fiscal Year 1990 same to be spent under the direction of the Board of Selectmen.

**ARTICLE 7 — CENTREX TELEPHONE SYSTEM**

The article as printed in the Warrant was moved and seconded by the Ways & Means Committee who were 9-0-0 in favor. Voted to transfer from FY '90 Article 42 - Asbestos Removal - the sum of $60,030, and from FY '89 Article 28 - Francis Wyman Repairs - the sum of $48,702 for a total of $108,750 to fund the initial contract costs of Town-wide Centrex Telephone System, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 8 — FUNDING FY '91 BUDGET**

The article was moved and seconded by the Ways & Means. The following budgets were approved as follows: (* indicates items were held for discussion.)

**TREASURER/COLLECTOR — Line Items 1-3**

| | |
|---|---|
| Salaries | $233,284. |
| Expenses | 8,792. |
| Special Accounts Interest Refund | 500. |

**ASSESSOR — Line Items 4-5**

| | |
|---|---|
| Salaries | 115,199. |
| Expenses | 33,100. |

**TOWN CLERK — Line Items 6-7**

| | |
|---|---|
| Salaries | 76,759. |
| Expenses | 33,718. |

**MODERATOR—Line Items 8-9**

| | |
|---|---|
| Salaries | 150 |
| Expenses | 75 |

**PLANNING BOARD—Line Items 10-11***

| | |
|---|---|
| Salaries | 95,710 |
| Expenses | 9,486 |

**WAYS AND MEANS—Line Item 12-13**

| | |
|---|---|
| Salaries | 2,700 |
| Expenses | 750 |

**CAPITAL BUDGET COMMITTEE—Line Item 14**

| | |
|---|---|
| Salaries | 300 |

**TOWN ADMINISTRATOR/SELECTMEN—Line Item 15-17***

| | |
|---|---|
| Salaries | 194,204 |
| Expenses | 8,708 |
| Special Accounts | 7,650 |

**LEGAL—Line Item 18-22**

| | |
|---|---|
| Legal Fees Expended | 85,000 |
| Legal & Appraisal Bellotti Acct. | 500.00 |
| Tax Title | 4,000 |
| DPW Title | 1,000 |
| Coll. Bargaining | 12,500 |

**ACCOUNTING—Line Items 23-24**

| | |
|---|---|
| Salaries | 121,971 |
| Expenses | 760 |

**TOWN MEETING—Line Items 25-26**

| | |
|---|---|
| Salaries | 2,806 |
| Expenses | 12,512 |

**REGISTRAR OF VOTERS—Line Items 27-29**

| | |
|---|---|
| Salaries | 7,800 |
| Expenses | 4,517 |
| Special Accounts-Census | - |

**TOWN HALL MAINTENANCE—Line Items 30-32**

| | |
|---|---|
| Salaries | 141,721 |
| Expenses | 65,181 |
| Special Accounts-Replacement Program | - |

**CENTRAL ADMINISTRATION—Line Items 33-48**

| | |
|---|---|
| Central Supply | 70,715 |
| Central Machines | 22,194 |
| Chapter 32B | 1,988,763 |
| Memorial Day/Vet. Day | 2,500 |
| Fourth of July | 5,000 |
| Unemployment Compensation | 10,000 |
| Pension Reimbursement | 10,000 |
| Surplus Buildings | 10 |
| Town Insurance | 641,000 |
| Financial Audit | 36,000 |
| BMEA Education | 2,500 |
| EDP Supplies & Maint. | 26,000 |
| Contract Svc.-EDP | 32,000 |
| Employees Asst. Prog. | 6,370 |
| Medicare | 60,000 |
| Center School Occupancy | 26,665 |

**BOARD OF APPEALS—Line Items 48-50**

| | |
|---|---|
| Salaries | 5,746 |
| Expenses | 250 |
| Special Accounts-Advertisting & Mailing | 4,262 |

**CONSERVATION COMMISSION—Line Items 51-512***

A motion to amend line item 52, Capital Outlay to increase from 0 to $2,424 was moved and seconded. Amendment failed. Main motion carried

| | |
|---|---|
| Salaries | 48,083 |
| Expenses | 11,260 |

**HISTORICAL COMMISSION—Line Item 53**

| | |
|---|---|
| Expenses | 2,890 |

**SEALER OF WEIGHTS—Line Items 54-55***

A motion to amend Line Item 55 Materials & Supplies to $400 and Municipal Expense to $600 was moved and seconded. Amendment carried. Main motion as amended carried.

| | |
|---|---|
| Salaries | 3,920 |
| Expenses | 4,920 |

**FIRE DEPARTMENT—Line Items 56-65**

| | |
|---|---|
| Salaries | 2,847,808 |
| Expenses | 142,306 |
| Special Accounts: | |
| Medical Coverage | 10,000 |
| Education & Tuition | 5,000 |
| Clothing | 20,800 |
| Recert. of EMT | 910 |
| Fire Prevention | 2,500 |
| Arson Invest. | 1,500 |
| Training | 4,000 |
| Hazardous Materials Training & Management | 6,000 |
| Termination Buyback | 10 |

**CIVIL DEFENSE—Line Items 66-70***

| | |
|---|---|
| Salaries | 2,500 |
| Expenses | 19,282 |
| Special Accounts: | |
| Education | 200 |
| Surplus Property | 10 |
| Emergency Fund | 10 |

**BUILDING INSPECTOR—Line Items 71-73***

| | |
|---|---|
| Salaries | 209,241 |
| Expenses | 8,591 |
| Special Accounts: | |
| Hazardous Structures | 10 |

Note: Dog Officer—Line Items 74-76 incorporated in the Police Budget.

**ANIMAL INSPECTOR—Line Items 77-78**

| | |
|---|---|
| Salaries | 1,750 |
| Expenses | 230 |

**POLICE DEPARTMENT—Line Items 79-89**

| | |
|---|---|
| Salaries | 3,084,414 |
| Expenses | 215,845 |
| Special Accounts: | |
| Clothing | 41,805 |
| Education | 5,000 |
| Animal Disposal | 1,180 |
| NEMLEC | 2,225 |
| Medical | 20,000 |
| Medical Exams | 0 |
| Personnel Education | 0 |
| Traffic Super. Uniform. | 1,600 |
| Armorer Qualify, Off. | 0 |

At 10:55 PM a motion to adjourn was moved, seconded and so voted.

ATTEST:

Jane L. Chew, Town Clerk

**ADJOURNED (SECOND) TOWN MEETING**
**Wednesday, May 16, 1990**

A quorum being present, the meeting was called to order at 7:50 PM with a salute to the flag.

A motion to adjourn to Monday, May 21st to finish the business in the Warrant if necessary was moved, seconded and so voted.

T.M.M. Paula Davis recognized Town Accountant, Patrick Mullan and the Town's Financial Management Team for their efforts in effectively managing the Town's finances in light of the fact that most other Cities and Towns are experiencing financial difficulties.

**ARTICLE 8 (Continued)**

**DEPARTMENT OF PUBLIC WORKS—Line Items 90-103**

| | |
|---|---|
| Salaries | 1,845,327 |
| Expenses | 840,831 |
| Special Accounts: | |
| Clothing | 8,625 |
| Physical Exams | 500 |
| Education | 2,500 |
| Highway I | 25,275 |
| Lane Painting | 35,627 |
| Snow & Ice | 250,000 |
| Tree Care | 14,000 |
| Well Cleaning | 10,000 |
| Well Pumping | 0 |
| Mod. of Well Seal & Parco Reloc. | 8,000 |
| Rubbish & Garbage | 1,259,000 |
| Street Lights | 388,000 |

**COMMUNITY LIFE CENTER—Line Items 104-105 (passed 5-14)**

| | |
|---|---|
| Salaries | 187,097 |
| Expenses | 15,014 |

**COUNCIL ON AGING—Line Items 106-112***

| | |
|---|---|
| Salaries | 74,646 |
| Expenses | 8,565 |
| Special Accounts: | |
| Holiday Baskets | 800 |
| Minute Man Homecare | 1,720 |
| Emergency Account | 400 |
| Birthday's "Old-Old" | 400 |
| Stipend for Programs | 100 |

**VETERANS' SERVICES—Line Items 113-115 (passesd5-14)**

| | |
|---|---|
| Salaries | 66,534 |

| | |
|---|---|
| Expenses | 1,875 |
| Special Accounts: | |
| Aid to Veterans | 24,000 |

**BOARD OF HEALTH—Line Items 116-126***

| | |
|---|---|
| Salaries | 175,534 |
| Expenses | 19,450 |
| **Special Accounts:** | |
| Mystic Valley | 6,000 |
| Mosquito Control | 15,000 |
| Clinics | 1,200 |
| T.B.Hospital | 10 |
| Premature Babies | 10 |
| Home Health Service | 3,500 |
| C.M.A.R.C. | 8,200 |
| Hospice | 500 |
| Hazardous Waste Coll. | 16,200 |

**RECREATION DIRECTOR—Line Items 127-130 (passed 5-14)**

| | |
|---|---|
| Salaries | 254,086 |
| Expenses | 26,510 |
| Special Accounts: | |
| Transportation | 5,450 |
| Self Support Programs | 103,573 |

**RECREATION MAINTENANCE—Line Items 131-133***

| | |
|---|---|
| Salaries | 343,807 |
| Expenses | 117,328 |
| Special Accounts | - |

**LIBRARY—Line Items 134-136 (passed 5-14)**

| | |
|---|---|
| Salaries | 332,406 |
| Expenses | 53,767 |
| Special Accounts: | |
| Books & Periodicals | 85,000 |

**SHAWSHEEN VALLEY SCHOOL—Line Item 137 (passed 5-14)**

| | |
|---|---|
| Total | 484,332 |

**LOCAL EDUCATION—Line Item 138***
(Abstention received from T.M.M. Mildred Nash)

| | |
|---|---|
| Salaries | 14,405,279 |
| Non-Salary | 3,690,022 |

**DEBT SERVICE—Line Items 139-141 (passed 5-14)**

| | |
|---|---|
| Principal | 2,090,000 |
| Interest | 824,151 |
| Temporary Int. | 100,000 |

**RESERVE FUND—**
**Line Item 142 (passed 5-14)** 200,000

**COUNTY RETIREMENT—**
**Line Item 143 (passed 5-14)** 1,755,116

**STABILIZATION—Line Item 144** 0

**NEGOTIATED SETTLEMENTS—Line Item 145** 0

**MASS. WATER RES.—Line Item 146*** 1,585,373

**ARTICLE 9 — FUNDING PERSONNEL BYLAWS ADMINISTRATIVE & PROFESSIONAL PLAN**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 5-4-1 in favor. VOTED to raise and appropriate the sum of $52,100 for the purpose of raising the base salaries of the Administrative and Professional Plan by 5%, same to be spent under the appropriate authorities.

**ARTICLE 10 — FUNDING PERSONNEL BYLAWS PART-TIME SALARY PLAN — UNDER 20 HOURS**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 5-2-1 in favor. VOTED to raise and appropriate the sum of $7,500 for the purpose of raising the base salaries of the part-time salary plan—under 20 hours—by 5%, same to be spent under the appropriate authorities.

**ARTICLE 12 — FUNDING REPLACEMENT OF ROOF SHINGLES—TOWN HALL**

The article was moved and seconded by the Capital Budget Committee, who were 6-0 in favor. Ways and Means were 4-3-1 in favor. VOTED to raise and appropriate the sum of $12,000 for the purpose of replacing the roof at Town Hall, same to be spent under the direction of the Board of Selectman.

**ARTICLE 13 — FUNDING REPLACEMENT OF GAS FURNACES—TOWN HALL**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Committee who were 2-3-1 opposed. Ways and Means were 5-4-0 in favor. Defeated.

**ARTICLE 14 — FUNDING RECONFIGURATION TOWN HALL OFFICES**

The article as it appears in the Warrant was moved and seconded by Ways and Means who were 7-1 in favor. Capital Budget Committee were 0-6 opposed. VOTED to raise and appropriate the sum of $6,250 for the purpose of reconfiguring offices within Town Hall, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 15 — FUNDING POLICE STATION PLANS & SPECIFICATIONS**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Committee who were 3-3-0 in favor. A motion by the Ways & Means (who were 7-3) to refer the article to the Capital Building Study Committee and the Board of

Selectmen for further review was moved and seconded A motion to postpone until Monday, May 21st, was moved and seconded. A motion to move the question was moved, seconded and so voted. The motion to postpone carried.

**ARTICLE 16 — FUNDING COUNCIL ON AGING VAN**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Committee who were 6-0 in favor. Ways & Means were7-1 in favor. VOTED to raise and appropriate the sum of $35,1000 for the purpose of purchasing a new van for the Council on Aging, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 17 — FUNDING CONSERVATION LAND MANAGEMENT PROGRAM**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 10-0 in favor. Amendment to strike the amount of $10,000 and substitute therefore the amount of $30,000 was moved and seconded. Amendment was withdrawn. Main motion carried. VOTED to raise and appropriate the sum of $10,000 for a land management program for Conservation lands, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 18 — FUND LOCAL DRAINAGE**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Committee who were 1-5 opposed. Ways & Means were 4-5 opposed. Board of Selectmen were unanimously in favor. An amendment to strike the amount of $54,000 and substitute therefor the amount of $16,000 for the University Avenue project. Amendment carried. Main motion as amended carried. VOTED to raise and appropriate the sum of $16,000 for the University Avenue project for the purpose of eliminating local flooding problems, same to be spent under the direction of the Board of Selectmen.

A motion to take up Article 26 was moved, seconded and so voted.

**ARTICLE 26 — FUNDING MINI-BUS PROGRAM**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 3-5-1 opposed. Board of Selectmen were in favor. VOTED to raise and appropriate the sum of$80,000 for the purpose of helping to defray the cost of the Mini-Bus program, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 19 — FUNDING MASTER DRAINAGE**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Committee who were 0-5-1 opposed. The Ways & Means were 3-6 opposed. After considerable debate, a motion to move the question was moved, seconded and so voted. VOTED to raise and appropriate the sum of $215,000 for the purpose of the construction of the Phillip Avenue culvert (Ipswich River Master Drainage) same to be spent under the direction of the Board of Selectmen.

**ARTICLE 20 — FUNDING PAVEMENT MANAGEMENT (Reconsidered 5/30/90)**

The article was moved and seconded by the Capital Budget Committee who were 4-1-1 in favor. Ways & Means moved to strike the figure of "325,000" and substitute therefore the figure "$436,800." Amendment carried. Main motion as amended carried. VOTED to raise and appropriate the sum of $436,800 for the purpose of pavement management, same to be spent under the direction of the Board of Selectmen.

At 11:00 PM a motion to adjourn was moved, seconded and so voted.

ATTEST:

Jane L. Chew, Town Clerk

**ADJOURNED (SECOND) TOWN MEETING**
**Monday, May 21, 1990**

A quorum being present, the meeting was called to order at 7:50 PM with a salute to the flag.

A motion to adjourn to Wednesday, May 23rd to continue the business of the Warrant, if necessary, was moved, seconded and so voted.

A motion to take Article 15 from the table was moved, seconded and so voted.

**ARTICLE 15 — FUNDING POLICE STATION PLANS AND SPECIFICATIONS**

The article as it appears in the warrant was moved and seconded by the Ways & Means who were 7-3 opposed. Capital Budget Committee voted 3-3. After considerable debate, a motion to stop debate was moved, seconded and so voted. The motion to refer to committee failed (5-16-90). The main motion carried. VOTED to transfer from free cash the sum of $163,800 for the purpose of developing plans, specifications, and bidding documents for the renovation and expansion of the Union School facility for use as a police station, same to be spent under the direction of the Board of Selectmen.

The Moderator declared that Articles 21-22 would be discussed together and voted separately.

**ARTICLE 21 — FUNDING PHASE II WATER TREATMENT PLANT DESIGN (Reconsidered 5/30/90)**

The article was moved and seconded by the Capital Budget Committee who were 6-0 in favor. Ways and Means were 8-0 in favor. UNANIMOUSLY VOTED to transfer from Stabilization $330,000 and $125,000 from free cash for the purpose of the design of Phase II Water Treatment Plant for the removal of iron and manganese from the pumping stations and appurtenances, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 22 — FUNDING SOUTHSIDE CONTAMINATION STUDY PHASE II**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Committee who were 1-5 opposed. Ways and Means were 8-0 in favor.UNANIMOUSLY VOTED to transfer from free cash $130,000 for the purpose of the Southside Contamination Phase II study, same to be spent under the direction of the Board of Selectmen.

A motion to take Articles 32, 33, and 34 to discuss together and vote separately was moved, seconded and so voted.

**ARTICLE 32 — FUNDING ICE PALLACE ENTERPRISE FUND**

The article as it appears in the Warrant was moved and seconded by the Ways and Means who were 6-4 in favor. Capital Budget Committee were 4-2 in favor. Selectmen were 4-1 in favor.

**ARTICLE 33 — FUNDING ICE PALLACE ACQUISITION**

The article was moved and seconded by the Capital Budget Committee who were 4-2 in favor. Ways & Means were 6-4 in favor. Selectmen were 4-1 in favor. The Ways & Means moved to add the words "with improvements" after the words "Ice Pallace" and further to strike the figure of $1,300,000 and substitute therefor the figure $1,500,000 was moved and seconded.

**ARTICLE 34 — ICE PALLACE BOND FEE**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Committee who were 4-2 in favor. Ways & Means were 6-4 in favor. Selectmen were 4-1 in favor.

A resolution by Mr. Chikofsky, District D, was offered at this time. RESOLUTION: To direct the Town Treasurer and the Board of Selectmen to place two (2) complete copies of the detailed structural engineering report on the Ice Pallace on Reserve at the Burlington Public Library from tomorrow morning until at least July 31, 1990 for public review. Resolution carried.

A motion to postpone Articles 32, 33, 34, to Wednesday evening was moved and seconded. Motion failed. A motion to stop debate was moved seconded and so voted.

**ARTICLE 33 — ICE PALLACE ACQUISITION**

An amendment by Mr. Rush, District K, to strike the main motion and substitute therefor the following: "to authorize the Board of Selectmen to negotiate for the purchase of a parcel of land known as the Burlington Ice Pallace being 36 Ray Avenue" was moved and seconded.

There was a division of the House and tellers were appointed. By a vote of 30 in favor and 40 opposed the amendment failed. The Ways & Means amendment failed. There was a division of the House and tellers were appointed. By a vote of 44 in favor and 26 opposed, the main motion failed to receive the 2/3 vote required. A Roll Call vote was requested. BY A ROLL CALL VOTE OF 45 IN FAVOR AND 28 OPPOSED, the main motion failed to receive the necessary 2/3 vote required.

A motion to dismiss Article 32 was moved, seconded and so voted.

A motion to dismiss Article 34 was moved, seconded and so voted.

At 11:47 PM a motion to adjourn was moved, seconded and so voted.

ATTEST:

Jane L. Chew, Town Clerk

**ADJOURNED (SECOND) TOWN MEETING**
**Wednesday, May 23, 1990**

A quorum being present, the meeting was called to order at 7:50 PM with a salute to the flag.

A motion to adjourn to Wednesday, May 30th to continue the business of the Warrant was moved, seconded and so voted.

A motion to reconsider Articles 20-21 at the conclusion of the warrant was received.

**ARTICLE 23 — FUNDING SLUDGE LAGOON CONSTRUCTION**

The article was moved and seconded by the Capital Budget Committee who were 6-0 in favor. Ways & Means were 9-0 in favor of the motion as printed in the Warrant. An amendment to strike the figure of $50,000 and substitute therefor the figure $350,731 was moved, seconded and so voted. A motion to postpone until Wednesday, May 30th was moved, seconded and so voted.

**ARTICLE 24 — FUNDING REPLACEMENT OF DPW VEHICLES**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Committee who were 6-0 in favor. Ways & Means were 8-0-1 in favor. An amendment to strike the words "DPW Vehicles" and substitute therefore the words "the John Deere (H-39) front end loader and the Town Engineer Car (E-1) " was moved and seconded. Amendment carried. Main motion as amended carried. VOTED to transfer from free cash the sum of $86,000 for the purpose of replacing the John Deere (H-39) front end loader and the Town Engineer Car (E-1), same to be spent under the direction of the Board of Selectmen.

**ARTICLE 25 — FUNDING REPLACEMENT OF PUMPS**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Committee who were 6-0 in favor. Ways & Means were 9-0-1 in favor. VOTED to transfer from free cash the sum of $25,000 for the purpose of replacing two pumps for the Lucaya Circle Pump Station, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 27 — FUNDING FIRE SUBSTATION ROOF REPAIRS**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Committee who were 6-0 in favor. Ways & Means were 9-0 in favor. VOTED to transfer from free cash the sum of $15,000 for the purpose of replacing the Fire Substation roof, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 28 — FUNDING SCOTTS REPLACEMENT PROGRAM**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Committee who were 6-0 in favor. Ways & Means were 8-0 in favor. VOTED to transfer from free cash the sum of $15,000 for the continuation of the Scotts Replacement Program, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 29 — FUNDING REPLACEMENT OF 2 VEHICLES — FIRE DEPARTMENT**

The article was moved and seconded by the Capital Budget Committee who were 5-1 in favor. A motion by Ways & Means who were 6-3 in favor to amend by striking the figure "14,600" and substituting therefor the figure "29,400"and further to strike the words "one (1)" and substituting the words "two (2)" was moved and seconded. Amendment failed. An amendment to add after the words "replacement of (1) one Fire Department emergency response vehicle" the words "a 1982 Fairmont" was moved and seconded. Amendment carried. Main motion as amended carried. VOTED to transfer from free cash the sum of $14,600 for the replacement of one (1) Fire Department emergency response vehicle, a 1982 Fairmont, same to be spent under the direction of the Board of Selectmen

**ARTICLE 30 — FUNDING POLICE DEPARTMENT VEHICLE**

The article was moved and seconded by the Capital Budget Committee who were 5-1 in favor. A motion by Ways & Means who were 8-1 in favor to strike the figure "11,100"and substitute therefore the figure "$14,600" and further to strike the words "motorcycle" and substitute therefor the word "cruiser" was moved and seconded. A motion to stop debate was moved, seconded and so voted. Amendment failed. Main motion carried. Voted to transfer from free cash the sum of $11,100 for the purpose of purchasing one fully equipped police motorcycle same to be spent under the direction of the Board of Selectmen.

**ARTICLE 31 — FUNDING BURLINGTON HIGH SCHOOL REPLACEMENT OF DOORS**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Committee who voted 3-3-0. Ways & Means were 0-10 opposed. A motion to postpone indefinitely was moved, seconded and so voted.

**ARTICLE 35 — MITRE AGREEMENT**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 8-0 in favor. VOTED to authorize the Board of Recreation Commissioners to enter into an agreement with the Mitre Corporation for the consideration of $1.00, a lease to run for one (1) year, commencing July 1, 1990, on a certain parcel of land containing 448,500 square feet of land, this land being part of a parcel of land bounded on the East by Lowell Road (Middlesex Turnpike), South by Bedford Street, and on the Northwest by the Town Line of Bedford, including post work-day car parking privileges in Mitre parking areas within and without the parcel.

**ARTICLE 36 — WILL OF MARSHALL SIMONDS**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 8-0 in favor. VOTED to accept from the Trustees under the will of Marshall Simonds the sum of $9,500 for the maintenance and improvement of Simonds Park, same to be spent under the direction of the Recreation Commissioners.

**ARTICLE 37 — FUNDING YOUTH SPORTS LIGHTING**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 7-0 in favor. VOTED to transfer from free cash the sum of $7,500 to pay electric bills for lighting of athletic fields used by Burlington youth sports organizations, same to be spent under the direction of the recreation Commissioners.

**ARTICLE 38 — FUNDING TRACTOR — RECREATION DEPARTMENT**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Committee who were 6-0 in favor. Ways & Means were 7-1 in favor. A motion to amend by adding after the words "purchase of a tractor" the words "to replace a 1979 Ford tractor." Amendment carried. Main motion as amended carried. VOTED to transfer from free cash the sum of $45,000 for the purchase of a tractor to replace a 1979 Ford tractor, same to be spent under the direction of the Recreation Commissioners

**ARTICLE 39 — FUNDING FIELD RENOVATIONS — CENTER SCHOOL**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Committee who were 0-6 opposed. Ways & Means were 7-3 in favor. A motion to amend by striking the figure "$37,000" and the words "renovation of the playing fields"and substitute therefore the figure "$4,000" and the words "for replacing the Little League backstop" was moved and seconded. Amendment failed. Main motion carried. VOTED to transfer from free cash the sum of $37,000 for the renovation of the playing field at Center School, same to be spent under the direction of the Recreation Commissioners.

**ARTICLE 40 — FUNDING OVERLOOK PARK IMPROVEMENTS**

The article as it appears in the Warrant was moved and seconded by the Capital Budget Committee who were 6-0 in favor. Ways & Means were 4-6 opposed. A motion to strike the figure "13,000" and substitute therefore the figure "$22,600" was moved and seconded. Amendment carried. Main motion as amended carried. VOTED to transfer from free cash the sum of $22,600 for improvements to Overlook Park, same to be spent under the direction of the Recreation Commissioners.

**ARTICLE 41 — FUNDING DRUG 7 ALCOHOL TASK FORCE**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 8-0 in favor. VOTED to transfer from free cash the sum of $2,500 to fund the expenses of the Burlington Drug & Alcohol Task Force, same to be spent under the direction of the Burlington Community Life Center.

**ARTICLE 42 — INSURANCE SETTLEMENT — CENTER SCHOOL RECREATION WING**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 10-0 in favor. A motion to postpone indefinitely was moved, seconded and so voted.

**ARTICLE 43 — ACCEPT EEO GRANT MONIES FOR SHAWSHEEN VOCATIONAL REGIONAL TECHNICAL SCHOOL**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 9-0 in favor. VOTED to accept a $48,352 Equal Educational Opportunity Grant for the Shawsheen Valley Regional Vocational Technical High School District for the 1990-1991 school year.

**ARTICLE 44 — CONVEY PARCEL OF LAND — MAGUIRE**

The article was moved and seconded. Board of Selectmen were in favor. A motion to postpone indefinitely was moved and seconded. Motion failed. UNANIMOUSLY VOTED to authorize the Board of Selectmen to convey to Chester H. Maguire a portion of a certain parcel of land situated on Grandview Avenue and Parkway which was taken from Chester H. Maguire by the Town by eminent domain by an order of taking dated September 29, 1970, and recorded with the Middlesex South Registry of Deeds in Book 11,897, Page 387. Said parcel to be conveyed is shown as Lot B on a compiled plan of land prepared by the Town of Burlington Engineering Department, and being bounded and described as follows:

Beginning at a point on Grandview Avenue fifty (50.00) feet from the corner of Lot "A" on the corner of Grandview Avenue and Parkway;

thence turning and running southeasterly along the westerly sideline of Grandview Avenue thirty (30.00) feet to a corner;

thence turning and running southwesterly by land of Chester H. Maguire eighty (80.00) feet to corner;

thence turning and running northwesterly by other land of Chester H. Maguire fifty (50.00) feet to a corner;

thence turning and running northeasterly by land of the Town of Burlington (Lot A) thirty (30.00) feet to a corner;

thence turning and running southeasterly twenty (20.00) feet to a corner;

thence turning and running northeasterly fifty (50.00) feet to the point of beginning.

Said lot B containing 3,000 sq. ft.

The above conveyance is authorized on condition that the parcel conveyed is added to and becomes a part of other land of the said Chester H. Maguire on Grandview Avenue contiguous to the parcel conveyed.

**ARTICLE 45 — QUARTERLY TAX BILLING**

The article as it appears in the Warrant was moved and seconded by the Ways & Means who were 9-1 in favor. VOTED to accept Chapter 653 of the Acts of 1989, effective for FY 1992,

the purpose of which is to enable the Town to implement a quarterly tax billing and payment system.

**ARTICLE 46 — CONFIRM USE FOR SEMINATORE PARCEL**

The article was moved and seconded. Defeated.

At 10:55 PM a motion to adjourn was moved, seconded and so voted.

ATTEST:

Jane L. Chew, Town Clerk

**ADJOURNED (SECOND) TOWN MEETING**
**Wednesday, May 30, 1990**

A quorum being present, the meeting was called to order at 7:55 PM with a salute to the flag.

**ARTICLE 23 — FUNDING SLUDGE LAGOON CONSTRUCTION (postponed 5-23-90)**

A motion to withdraw the amendment ($350,731) was moved, seconded and so voted. An amendment to strike the figure "$50,000" and substitute therefore the figure "$186,000" was moved and seconded by the Ways & Means. Amendment carried. Main motion carried. VOTED to transfer from free cash the sum of $186,000 for the purpose of removing sludge from the Mill Pond Reservoir, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 47 — GENERAL BY-LAW AMENDMENT, FIRE ALARM SYSTEMS**

The article was moved and seconded. Bylaw Review Committee were 4-0 in favor. VOTED to amend the General Bylaws, Article XXIII — FIRE ALARM SYSTEMS — to read as follows:

**Section 4A.0 Other Fire Alarm Systems**

4A.1 Any Fire Alarm System, excluding single family residential, not covered in Section 2, Section 3 or Section 4 shall be subject to malfunction fines as described in Sections 6.2.1. through 6.2.4.

4.3 After the figure $200, insert the words "nor more than $300."

Add a new section to read as follows:

5.2 Any company who wishes to do business in the Town of Burlington working on or supplying services for fire alarm systems to the general population must first register with the Burlington Fire Department and receive approval from the Burlington Fire Department before conducting business within the Town.

5.3 Any company who has not received approval from the Burlington Fire Department shall cease operations upon notification. Any company violating Section 5.2 shall be subject to a fine of not less than $100, nor more $300 for each day of non-compliance.

Adopt Section 6.2.4. to read as follows:

6.2.4. Each malfunction After the Sixth — $300.00

6.3 Amend last line to "Sections 6.2.1. through 6.2.4."

7.3 Change to "Section 6.2.2. through 6.2.4."

**ARTICLE 48 — GENERAL BYLAW AMENDMENT, ART. V, CONTROL OF DOGS BY-LAW**

The article was moved and seconded. Bylaw Review Committee were 4-0 in favor. VOTED to amend the General Bylaws, Article V — Control of Dogs, section 4.0 Licensing Fees by striking the words "Dog Licenses $5.00" and substituting with the words "Dog Licenses $10.00."

**ARTICLE 49 — AMEND PERSONNEL BYLAWS**

The article as it appears in the warrant was moved and seconded. A motion to strike the word "three" in the eighth line of Section 5 and substitute therefore the word "one" was moved and seconded. Amendment carried. Main motion as amended carried. VOTED to amend the Personnel Bylaws by deleting the existing Personnel Bylaws in their entirety and replacing with the following:

**PERSONNEL BYLAWS**

**Section 1. Purpose and Intent**

The purpose of the personnel bylaw is to establish fair and equitable personnel policies and to establish a system of personnel administration based on merit principles that ensure a uniform, fair and efficient application of personnel policies. The intent of this bylaw is to provide a method of recruitment, selection, and development of a work force that is skilled and effective in accomplishing the service delivery mission of the Town. Personnel actions are to be made without regard to sex, race, religion, color, age as defined by law, handicap, political affiliation or other non-job related factors, and shall be based on merit and fitness.

**Section 2. Application**

All Town departments and positions shall be subject to the provisions of this bylaw, except elected officers, members of boards and commissions, and employees of the school department. To the extent that any collective bargaining agreement conflicts with any provisions of this bylaw or personnel policies adopted pursuant to Section 5, the provisions of the collective bargaining agreement shall prevail. This bylaw is adopted pursuant to the authority granted by Article LXXXIX of the Constitution of the Commonwealth and General Law, Chapter 41, Section 108A and 108C.

**Section 3. Responsibility of the Town Administrator**

The Town Administrator shall be responsible for the establishment and maintenance of a personnel system based on merit principles. The Town Administrator shall have all the personnel management powers and duties as provided by Chapter 549 of the Acts of 1978 and shall formulate personnel policies pursuant to Section 5 of this bylaw.

**Section 4. Contents of Personnel Policies**

The personnel policies shall establish a personnel system which shall include, but need not be limited to, the following elements:

(a) A method of administration. A system of administration which assigns specific responsibility for all elements of the personnel system, including: Maintaining personnel records, implementing effective recruitment and selection processes, maintaining the classification and compensation plans, monitoring the application of policies and periodic reviews and evaluation of the personnel system.

(b) A classification and compensation plan.

(c) A recruitment and selection policy.

(d) A centralized personnel record keeping system, or

(e) Other elements of a personnel system as deemed appropriate or necessary.

**Section 5. Adoption of Policies**

The Town Administrator is empowered and authorized by this bylaw to adopt personnel policies defining the rights, benefits and obligations of employees subject to this bylaw, provided however, decisions made by the Town Administrator to classify a position shall be subject to the ratification of the Town Meeting. The Town Administrator shall be responsible for the development of personnel policies. Any appointing authority, department head, or any one employee may recommend personnel policies to the Town Administrator for consideration. Such policies shall be come effective in accordance with the following procedure:

(a) Proposed personnel policies shall be prepared by the Town Administrator;

(b) The Town Administrator shall consult with employees that may be affected by proposed changes in personnel policies;

(c) The Town Administrator shall finalize personnel policies and transmit in writing any proposed policies to the Board of Selectmen;

(d) Policies shall become effective on the thirtieth day following the day on which notice of the proposed policy is filed with the Board of Selectmen unless the Board of Selectmen shall within said period vote to reject any such policy.

(e) Copies of new or amended policies shall be posted and distributed to department heads.

Section 6. Severability

The provisions of this bylaw and any policies adopted pursuant to this bylaw are severable. If any bylaw provision or policy is held invalid, the remaining provisions of the bylaw or policy shall not be affected thereby.

Section 7. Effective Date

This bylaw shall take effect July 1,1990

**ARTICLE 50 — RECLASSIFICATION OF ASST. PLANNER'S POSITION**

The article as it appears in the warrant was moved and seconded. Ways & Means were 3-6 opposed. Bylaw Review Committee were 4-0 in favor. After considerable debate a motion to end debate was moved, seconded and so voted. VOTED to amend the Administrative and Professional Compensation Plan by deleting the position of Assistant Planner from Grade 7, and adding same to Grade 8.

**ARTICLE 51 — FUNDING ASST. PLANNER'S NEW CLASSIFICATION**

The article as it appears in the warrant was moved and seconded. Ways & Means were 3-6 opposed. VOTED to transfer from free cash the sum of $680 to fund the reclassification of the Assistant Planner from Grade 7 to Grade 8 of the Administrative and Professional Compensation Plan.

**ARTICLE 52 — ZONING BYLAW AMENDMENT — WETLANDS OVERLAY DISTRICT**

The article as it appears in the warrant was moved and seconded. There was a division of the house and tellers were appointed. BY A VOTE OF 33 IN FAVOR AND 32 OPPOSED the article failed to receive the 2/3 vote required.

A motion to reconsider Article 20 was moved, seconded and so voted.

**ARTICLE 20 — FUNDING PAVEMENT MANAGEMENT**

VOTED to reduce the amount to be raised and appropriated on Article 20, May 16, 1990 from $436,800 to $393,930 (-$42,870).

A motion to reconsider Article 21 was moved, seconded and so voted.

**ARTICLE 21 — FUNDING PHASE II WATER TREATMENT PLANT DESIGN**

VOTED to reduce the amount transferred on Article 21, May 21, 1990 from $455,000 to $272,500 (-$182,500) by reducing the amount to be transferred from Free Cash by $125,000 and the amount to be transferred from the Stabilization Account by $57,500.

At 9:40 PM a motion to adjourn was moved, seconded and so voted.

ATTEST:

Jane L. Chew, Town Clerk

**SPECIAL TOWN MEETING**
**Wednesday, June 27, 1990**

A quorum being present, the meeting was called to order at 7:40 PM with a salute to the flag.

The reading of the Warrant and Constable's Return was waived by unanimous consent.

The moderator declared that all articles would be discussed together and Article 2 would be voted first. There were no objections.

**ARTICLE 2 — ICE PALLACE PARCEL**

The article was moved and seconded by the Capital Budget Committee who were 5-1 in favor. Ways & Means were 10-1 in favor. Board of Selectmen were 4-1 in favor.

After considerable debate a motion to end debate was moved and seconded. There was a division of the house and tellers were appointed. By a vote of 53 in favor and 21 opposed the motion carried.

By a vote of 69 in favor and 17 opposed, the main motion carried. Seven members requested a roll call. BY A ROLL CALL OF 72 IN FAVOR AND 17 OPPOSED, VOTED to authorize the Board of Selectmen to purchase a parcel of land known as the Burlington Ice Pallace. Said parcel with building and facilities is shown as Lot #116A on a plan of land prepared by Nelson Engineering dated May 15, 1990, and being bounded and described as follows:

Beginning at a point on Ray Avenue at the Northwest corner of the parcel where Ray Avenue and a Boston Edison Easement meet;

thence running N68 degrees — 24' — 49"E a distance of 6.32 feet; along Ray Avenue to a point;

thence running along a curved line having a radius of 194.85 feet, a length of 98.59 feet, on Ray Avenue to a point;

thence turning and running S74 degrees — 40' — 31"E a distance of 26.17 feet by lot 116B to a point;

thence turning and running N63 degrees — 07' — 04"E a distance of 387.30 feet by lot 116B to a point;

thence turning and running S26 degrees — 52' — 59"E a distance of 30.00 feet, through and by an existing building on lot 116B;

thence turning and running N63 — 07' — 04"E a distance of 2.00 feet, to a point;

thence turning and running S26 — 52' — 59"E a distance of 64.00 feet to a point'

thence turning and running N63 — 07' — 04"E a distance of 27.94 feet to a point in and through an existing building on Lot 116B;

thence turning and running from within said Building, S26 — 52' — 56"E a distance of 77.91 feet along the Northeast face of an existing building on Lot 116A to a point;

thence turning and running by property now or formerly of Brunswick Trust S41 — 24' — 41"W a distance of 253.31 feet to a point

thence turning and running N46 — 04' — 37"E a distance of 147.10 feet to a point within a 300 foot wide Boston Edison easement;

Thence turning and running N74 — 22' — 28"E a distance of 104.70 feet;

thence running N73 — 46' — 13"E a distance of 61.15 feet, to a corner;

thence turning and running N26 — 58' — 15"W a distance of 279.53 feet to a point of beginning.

Said lot 116A contains 137,596 square feet (3.15877 acres);

Also shown as a portion of Parcel 3 on the Town of Burlington Assessors Map 54.

Also to appropriate the sum of $1,550,000 for this purpose and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow $11,550,000 under Massachusetts General Laws Chapter 44, Section 7(3).

**ARTICLE 1 — ICE PALLACE ENTERPRISE FUND**

The article as it appears in the warrant was moved and seconded.

MAJORITY VOTED to accept Chapter 40, Section 39K of the Massachusetts General Laws, the purpose of which is to establish an enterprise fund for the operation of the Burlington Ice Pallace.

**ARTICLE 3 — ICE PALLACE BOND FEE**

The article as it appears in the warrant was moved and seconded.

MAJORITY VOTED to transfer from free cash the sum of $21,000 for the cost of issuance of the bonds authorized under Article 2 including financial advising fee and bond counsel fees and other expenses.

ATTEST:

Jane L. Chew, Town Clerk

During the month of June, the Board of Registrars certified 623 names on initiative petitions.

**ADJOURNED (THIRD) TOWN MEETING**
**Monday, September 17, 1990**

The members of District B were polled to see if there were any nominations to fill the vacancy created by the resignation of William Alcott. There were no nominations to fill the vacancy in Prec. 2B.

A quorum being present, the meeting was called to order at 7:45 PM with a salute to the flag.

The reading of the Warrant and Constable's Report was waived by unanimous consent.

Mr. and Mrs. Elwyn Davies of District Dwyfor, Northern Wales, were recognized. Mr. Elwyn Davies is the Clerk and Chief Executive of Council in Dwyfor, and counterpart of Town Administrator, David Owen who is participating in an international municipal management exchange program.

**ARTICLE 1 — REPORTS OF TOWN OFFICERS & COMMITTEES**

It was moved, seconded and so voted to hear committee reports when the respective articles are discussed.

**ARTICLE 2 — INSURANCE SETTLEMENT — CENTER SCHOOL RECREATION**

The article as it appears in the Warrant was moved and seconded by the Ways & Means Comm., who were 9-0-0 in favor. VOTED to transfer from the Insurance Settlement Account, the amount of $219,764, for the purpose of reconstructing the Recreation Wing of the Center School facility, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 3 — FIRE DEPARTMENT VEHICLE**

It was moved, seconded and so voted to dismiss.

**ARTICLE 4 — FOURTH OF JULY CELEBRATION**

The article was moved and seconded by the Ways & Means who were 7-1-1 in favor. VOTED to transfer from Line 146, MWRA, voted 5/16/90 the sum of $6,032. for the purpose of financing the Fourth of July Celebration for 1991, same to be spent under the direction of the Recreation Department.

**ARTICLE 5 — CUSTODIAN RECREATIONAL AND OTHER APPROVED FEES**

The article was moved and seconded by the Ways & Means Comm., who were 8-0 in favor. VOTED to transfer from Line 146, MWRA, voted 5/16/90 the sum of $20,000 for the purpose of custodial fees for organization as previously approved by Town Meeting, same to be spent under the direction of the School Committee.

**ARTICLE 6 — MAKING MARSHALL SIMONDS MIDDLE SCHOOL HANDICAPPED ACCESSIBLE**

The article was moved and seconded by the Ways & Means Comm.,who were 8-0 in favor. CVOTED to transfer from Line 146, MWRA, voted 5/16/90 the sum of $50,000 for the purpose of making the Marshall Simonds Middle School accessible to handicapped persons, same to be spent under the direction of the School Committee.

**ARTICLE 7 — BASSETT AVENUE REPAIR**

The article as it appears in the Warrant was moved and seconded by the Ways & Means Comm., who were 8-0 in favor. VOTED to transfer from the Master Drainage Account the sum of $19,400 for the purpose of repairing Bassett Avenue including drainage, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 8 — TRANSFER OF FUNDS — CHAPTER 90 BOND ISSUE TO PAVEMENT ACCOUNT**

The article as it appears in the Warrant was moved and seconded by the Ways & Means Comm., who were 9-0 in favor. VOTED to transfer the sum of $209,428 from the Chapter 90 Bond Issue per Chapter 15 of the Acts of 1988 to be added to the Pavement Management Account, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 9 — RE: HADDON PARK DEVELOPMENT REVIEW**

The article as it appears in the Warrant was moved and seconded by the Ways & Means Comm., who were 8-0 in favor. VOTED to transfer from Line 146, MWRA, voted 5/16/90 the sum of $7,310 for engineering consulting services to assist the Town in reviewing the traffic impacts of the proposed Haddon Park development project on Burlington and to develop suggested mitigating measures, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 10 — RE: ZONING BYLAW TEXT AMENDMENTS — PARKING AND LOADING REGULATIONS**

UNANIMOUSLY VOTED to amend the Zoning Bylaw by deleting Article VII "Parking and Loading Regulations", in its entirety, and deleting from Article IV Subsection 4.3.2.16 "parking area for more than 200 spaces", and substituting in place thereof a new Article VII, entitled "Parking and Loading Regulations", to read substantially as follows:

**ARTICLE VII**
**PARKING AND LOADING REGULATION**

**Section 7.1.0 General Requirements and purpose**

Off- street parking and loading spaces in the amounts and sizes specified under the provisions of this Article shall be provided for all uses and buildings. Such spaces may be located on another lot within two-hundred (200) feet of the lot which they serve with the approval of the Planning Board.

7.1.0.1 The purpose of this Article is to require the minimum amount of parking spaces needed to adequately serve all land uses and properties through the accomplishment of the following objectives:

7.1.0.1.1 to prevent the creation of surplus amounts of parking spaces which contribute to additional Single Occupancy Vehicle (SOV) trips being generated, resulting in traffic congestion and traffic service level deterioration on roadways;

7.1.0.1.2 To encourage use of Transportation Systems Management (TSM) and Transportation Demand Management (TDM) strategies, and to provide a basis for the development of Transportation Management Plans (TMP) to reduce new Single Occupancy Vehicle (SOV) trips within the Town, particularly during peak hour periods;

7.1.0.1.3 To increase use of public transportation opportunities and High Occupancy Vehicles (HOV) such as buses, carpools, and vans;

7.1.0.1.4 To reduce unnecessary amounts of impervious surface areas from being created within the Town, and particularly within the Aquifer and Water Resource Districts; and

7.1.0.1.5 To lessen congestion, to prevent the deterioration of air quality, and to reduce the need for expansions and alterations of existing roadways and related infrastructure which result from the growth of new Single Occupancy Vehicle (SOV) trips within the Town.

**7.1.1 Parking Space and Aisle Dimensions**

Parking spaces and aisles shall have the following dimensions unless other wise determined by the Planning Board:

7.1.1.1 Standard car space: nine (9) feet by eighteen (18) feet.

7.1.1.2 Compact car space: eight (8) feet by fifteen (15) feet.

7.1.1.3 Retail use car space: nine (9) feet by eighteen (18) feet or width to be determined by the Planning Board.

7.1.1.4 Handicapped person car space: Twelve (12) feet by

eighteeen (18) feet and designed in accordance with the standards set forth in the Rules and Regulations of the Architectural Access Board.

7.1.1.5 Aisles: width to be approved by the Planning Board in accordance with accepted engineering practices.

**7.1.2. Loading Spaces**

Loading space dimensions and locations shall be approved by the Planning Board, and loading spaces shall be so placed as not to require maneuvering within a public way or way used by the public.

**7.1.3 Handicapped Parking Space Requirements**

The required amount of handicapped parking spaces shall be in accordance with the amounts specified in the Rules and Regulations of the Architectural Access Board.

**SECTION 7.2.0 MINIMUM AND MAXIMUM PARKING SPACE REQUIREMENTS FOR RESIDENTIAL AND EDUCATIONAL USES**

The minimum and maximum parking space requirements and ratios specified in Section 7.2.1 through 7.2.6 shall apply unless the Planning Board approves an alternative requirement.

**7.2.1 One Family Dwellings**
A minimum of two (2) parking spaces for each dwelling, including indoor parking. These spaces may be on a driveway, and spaces other than in a garage may be within the required front, side and rear yard setbacks. A maximum parking space requirement does not apply to this use category.

**7.2.2 Two Family Dwellings**
A minimum and maximum of two (2) Parking spaces for each dwelling unit. These spaces may be on a driveway, and spaces other than in a garage may be within the required front, side and rear yard setbacks.

**7.2.3 Multi-Family Dwellings**
A minimum and maximum of one and one half (1.5) parking spaces for each dwelling unit, plus an area which may be approved by the Planning Board for the seasonal storage of vehicles such as campers, motor homes, travel trailers, and boats, etc.

**7.2.4 Dormitories**
A minimum and maximum of one (1) parking space for every three beds.

**7.2.5 Educational Uses**
For educational uses below grade 8, a minimum and maximum of two (2) parking spaces for each classroom; additionally, for the floor area within the building not occupied by classroom space, the parking space requirements and ratios of Section 7.3.3 for "Places of Assembly", and parking space requirements and ratios of Section 7.3.11 "Office Uses", shall apply. For educational uses of grade 8 and above, a minimum and maximum of four (4) parking spaces for each classroom; additionally, for the floor area within the building not occupied by classroom space, the parking space requirements and ratios of Section 7.3.3 for "Places of Assembly", and parking space requirements and ratios of Section 7.3.11 "Office Uses", shall apply.

**7.2.6 Library Uses**
A minimum and maximum of one (1) parking space for every fifty (50) square feet of reading room floor area. Reading room floor area being defined as that area so designated for public reading and/or research, but specifically excluding shelf, book, and periodical stacking area.

**SECTION 7.3.0. MINIMUM AND MAXIMUM PARKING REQUIREMENTS FOR NON-RESIDENTIAL AND NON-EDUCATIONAL USES**

Except as otherwise provided, the Planning Board shall approve the number and type of parking spaces in accordance with the minimum and maximum parking space requirements and ratios shown in Section 7.3.1 through 7.3.11, or in accordance with Section 7.3.12.

Where the Gross Floor Area of a building or buildings is divided among various uses, the Planning Board shall apply such parking space requirements and ratios specified in Sections 7.3.1 through 7.3.11, or in accordance with Section 7.3.12, which most appropriately apply to the character and proportion of uses within such building or buildings.

The Planning Board may approve a Site Plan in accordance with Section 9.3.0 of Article IX, which contains less than the minimum parking space requirements and ratios, provided it makes the following findings and determinations:

a. The amount of parking provided is adequate for the type and nature of the use proposed.

b. The applicant shall undertake appropriate provisions, to the satisfaction of the Planning Board, to ensure that the subject site would have adequate area for additional parking if greater parking demands arise from the current or future use of such site and that such additional parking could be constructed in conformity with the Impervious Surfaces requirements in Section 8.3.5.5 of Article VIII of this bylaw, and any other requirements of the bylaw.

The Planning Board may also, when approving a Site Plan in accordance with Section 9.3.0 of Article IX, allow the maximum parking space requirements and ratios listed in Sec-

tions 7.3.1 through 7.3.10 to increase by up to ten percent (10%) above the maximum parking space requirements and ratios specified for such uses. In order to increase the maximum parking space requirements and ratios specified in Section 7.3.1 through 7.3.10 by more than ten percent (10%), a Special Permit must be granted by the Planning Board pursuant to Section 7.4.0 of this bylaw.

The maximum parking space requirement and ratio specified in Section 7.3.11 may not be increased unless a Special Permit is granted by the Planning Board pursuant to Section 7.4.0 of this by-law.

**7.3.1 Motels, Hotels, Motor Hotels (Without Function Rooms and/or Eating Establishments)**

A minimun and maximum of one (1) parking space for each sleeping room accommodation.

**7.3.2 Motels, Hotels, Motor Hotels (With Function Rooms and/or Eating Establishments)**

A minimum and maximum of one (1) parking space for each sleeping room accommodation; additionally, for the floor area within the building not occupied by sleeping room accommodations, and designated and used as "Function Rooms" or "Eating Establishments", the parking space requirements and ratios of Section 7.3.3 "Places of Assembly"and or Section 7.3.10 "Eating Establishments", shall apply.

**7.3.3 Places of Assembly**

A minimum and maximum of one (1) parking space for every three (3) seats or occupants permitted by the Building Code and certified by the Inspector of Buildings.

**7.3.4 Medically Related Uses**

A minimum and maximum of one (1) parking space for every two (2) beds, four (4) parking spaces for every one thousand (1,000) square feet of in-patient treatment area, and five (5)parking spaces for every one thousand (1,l000) square feet of out-patient treatment Net Floor Area.

**7.3.5 Manufacturing and Industrial Uses**

A minimum and maximum of two and one half (2.5) parking spaces for every one thousand (1,000) square feet of Gross Floor Area of manufacturing and industrial use.

**7.3.6 Automotive Sales and Service Uses**

A minimum and maximum of five (5) parking spaces for every one thousand (1,000) square feet of Gross Floor Area of automotive sales and service use.

**7.3.7 Storage Uses**

A minimum and maximum of one (1) parking space for every on thousand (1,000) square feet of Gross Floor Area of storage use.

**7.3.8 Consumer Services Uses**

A minimum of four (4) parking spaces and a maximum of four and one half (4.5) parking spaces for every one thousand (1,000)square feet of Gross Floor Area of consumer service use

**7.3.9 Retail Business Uses**

A minimum of four (4) parking spaces and a maximum of four and one half (4.5) parking spaces for every one thousand (1,000) square feet of Gross Floor Area of retail use.

**7.3.10 Eating Establishments**

A minimum and maximum of one (1) parking space for every three (3) seats in customer food service areas.

**7.3.11 Office Uses**

A minimum of two and one half (2.5) parking spaces and a maximum of three (3) parking spaces for every one thousand (1,000) square feet of Gross Floor Area of office use.

**7.3.12 Other Uses**

When a use is proposed to be developed or implemented, and is not described or specified in the parking space requirements and ratios listed in Section 7.2.1 through 7.2.6, and 7.3.1 through 7.3.11, the Planning Board shall determine the maximum and minimum parking space ratio and requirement based on the character of use proposed.

**SECTION 7.4.0 SPECIAL PERMIT FOR INCREASING THE MAXIMUM PARKING SPACE REQUIREMENTS FOR SPECIFIC NON-RESIDENTIAL AND NON-EDUCATIONAL USES**

The Planning Board may grant a Special Permit to increase the maximum parking space requirements and ratios specified in Sections 7.3.1 through 7.3.10 by more than ten percent (10%), and to increase the maximum parking space requirement and ratio specified in Section 7.3.11, pursuant to the requirements and provisions of Article IX, Section 9.2.0. In addition, the Planning Board must determine that all of the following findings and conditions are met:

a. The applicant, site operator, or owner agrees to reduce the estimated Institute of Transportation Engineer (ITE) trip generation rates related to the subject development or use in both the a.m. and p.m. peak hours by twenty (20%) percent, based upon the

latest edition of "ITE Trip Generation" manual, or other comparable manual or document acceptable to the Planning Board. The method or methods by which such reduction is accomplished is subject to the approval of the Planning Board.

The Planning Board may determine compliance with this condition by monitoring traffic movements at the site after project completion and occupancy. The applicant, site operator, or owner shall fund this monitoring program in an amount agreed upon when the Special Permit is issued.

b. The applicant has submitted data and evidence, including but not limited to parking accumulation and utilization data that demonstrate the need for additional parking spaces for such use or buildings, in the opinion of the Planning Board.

**SECTION 7.5.0 PARKING STRUCTURES AND GARAGES FOR USES OTHER THAN ONE FAMILY DWELLINGS**

Any parking structure or garage which is authorized by a Special Permit pursuant to Article IV, Section 4.3.2.9, shall be included in the Maximum Aggregate Building-to-Ground Area Percentage (pursuant to Section 5.2.0 of Article V) of the district within which it is built, and shall be subject to the provisions of Article IX, Section 9.2.0.

App. Att. Gen. 11-7-90 Adv. Burl. News 11-23/29-90

At 8:25 PM, a motion to adjourn was moved, seconded and so voted.

ATTEST:

**COMMONWEALTH OF MASSACHUSETTS** Middlesex SS.
To either of the Constables of the Town or City of Burlington

GREETING:
In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Primaries to vote at,

Precincts 1, 2, 3, 4, 5, and 6
Fox Hill School (1) Memorial School (2 & 3)
Wildwood School (4 & 5) Pine Glen School (6)

On TUESDAY, THE EIGHTEENTH DAY OF SEPTEMBER, 1990 from 7:00 AM to 8:00 PM for the following purpose:

To cast their votes in the State Primary for the candidates of political parties for the following offices:

U.S. SENATOR ..... FOR THE COMMONWEALTH
GOVERNOR ..... FOR THE COMMONWEALTH
LT.GOVERN .....FOR THE COMMONWEALTH
ATTY. GENERAL..... FOR THE COMMONWEALTH
SECRETARY ..... FOR THE COMMONWEALTH
TREASURER..... FOR THE COMMONWEALTH
AUDITOR ..... FOR THE COMMONWEALTH
REPRESENTATIVE
IN CONGRESS ..... 7th Congressional District
COUNCILLOR ..... 6th Councillor District
SENATOR IN
GENERAL COURT..... 4th Senatorial District
REPRESENTATIVE IN
GENERAL COURT..... 23rd Representative District
DISTRICT
ATTORNEY ..... Northern District
REGISTER
OR PROBATE ..... Middlesex County
COUNTY
TREASURER..... Middlesex County
COUNTY
COMMISSIONER ..... Middlesex County

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 23rd day of July 1990.

John H. Leahy, Jr.
Virginia E. Mooney
Richard C. Wilde
Phillip A. Gallagher
Charles Thayer
Selectmen of: Burlington

Posting as Attested
(Indicate method of service of warrant.)

Anthony J. Saia, Constable September10th,1990

(Warrant must be posted at least seven days before September 18.)

## STATE PRIMARY — SEPTEMBER 18, 1990

The Polls for the State Primary were opened at 7:00 AM and closed at 8:00 PM. I certify that all ballots cast for candidates in the State Primary held on September 18, 1990 have been counted and recorded in accordance with the law, and that the following return of votes is correct.

Jane L. Chew
Town Clerk

| | Vote Cast | | | Registered |
|---|---|---|---|---|
| | Dem. | Rep. | Total | Voters |
| Prec.1 — Warden Mary Louise Rutherford | 818 | 368 | 1,186 | 2,266 |
| Prec.2 — Warden Betty L. Yetman | 814 | 363 | 1,177 | 2,234 |
| Prec.3 — Warden Donald L. Sleeper Jr. | 819 | 407 | 1,226 | 2,399 |
| Prec.4 — Warden Patricia Stanford | 702 | 326 | 1,028 | 1,863 |
| Prec.5 — Warden Virginia M. Igo | 774 | 307 | 1,081 | 1,948 |
| Prec.6 — Warden Elmer V. Larson Jr. | 835 | 324 | 1,159 | 2,167 |
| | 4,762 | 2,095 | 6,857 | 12,877 |

This includes absentee ballots cast by Precincts as follows:
Prec.1 — Dem. 19, Rep. 9 Prec.2 — Dem. 21, Rep. 4
Prec.3 — Dem. 18, Rep. 14 Prec.4 — Dem. 23, Rep. 4
Prec.5 — Dem. 20, Rep. 3 Prec.6 — Dem. 15, Rep. 13

| | PREC.1 | PREC.2 | PREC.3 | PREC.4 | PREC.5 | PREC.6 | TOTAL |
|---|---|---|---|---|---|---|---|
| **SEN. CONGRESS** | | | | | | | |
| Kerry, John F. | 535 | 572 | 554 | 469 | 522 | 552 | 3204 |
| BLANKS | 283 | 242 | 265 | 233 | 252 | 283 | 1558 |
| **GOVERNOR** | | | | | | | |
| Bellotti, Francis X. | 266 | 286 | 273 | 244 | 236 | 269 | 1574 |
| Murphy, Evelyn F. | 11 | 19 | 13 | 18 | 12 | 21 | 94 |
| Silber, John | 505 | 486 | 521 | 419 | 500 | 524 | 2955 |
| BLANKS | 36 | 23 | 12 | 21 | 26 | 21 | 139 |
| **LT. GOVERNOR** | | | | | | | |
| Clapprood, Marjorie | 310 | 259 | 288 | 244 | 281 | 312 | 1694 |
| Golden, William B. | 151 | 144 | 146 | 142 | 148 | 151 | 882 |
| Paleologos, Nicholas | 283 | 330 | 309 | 248 | 266 | 290 | 1726 |
| BLANKS | 74 | 81 | 76 | 68 | 79 | 82 | 460 |
| **ATTY. GENERAL** | | | | | | | |
| Shannon, James M. | 227 | 253 | 239 | 229 | 232 | 220 | 1400 |
| Harshbarger, L.Scott | 541 | 510 | 540 | 434 | 506 | 558 | 3089 |
| BLANKS | 50 | 51 | 40 | 39 | 36 | 57 | 273 |
| **SEC. OF STATE** | | | | | | | |
| Connolly, Michael J. | 482 | 525 | 521 | 445 | 492 | 540 | 3005 |
| Write-ins | | 1 | | | | | 1 |
| BLANKS | 336 | 288 | 298 | 257 | 282 | 295 | 1756 |
| **TREASURER** | | | | | | | |
| Galvin, William F. | 270 | 290 | 273 | 233 | 287 | 310 | 1663 |
| Keverian, George | 202 | 217 | 199 | 164 | 176 | 191 | 1149 |
| Kraus, Dick | 267 | 255 | 276 | 252 | 169 | 260 | 1479 |
| BLANKS | 79 | 52 | 71 | 53 | 142 | 74 | 471 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **AUDITOR** | | | | | | | |
| DeNucci, A. Joseph | 509 | 551 | 539 | 451 | 502 | 538 | 3090 |
| BLANKS | 309 | 263 | 280 | 251 | 272 | 297 | 1672 |
| **REP. IN CONGRESS (17th)** | | | | | | | |
| Markey, Edward J. | 557 | 597 | 574 | 506 | 530 | 570 | 3334 |
| BLANKS | 261 | 217 | 245 | 196 | 244 | 265 | 1428 |
| **COUNCILLOR (6th)** | | | | | | | |
| Langone III, Joseph | 188 | 199 | 178 | 156 | 194 | 197 | 1112 |
| Hurley, Daniel G. | 318 | 331 | 335 | 289 | 312 | 341 | 1926 |
| Pini, Anthony D. | 106 | 121 | 105 | 99 | 101 | 110 | 642 |
| BLANKS | 206 | 163 | 201 | 158 | 167 | 187 | 1082 |
| **SEN. GEN. COURT (4th)** | | | | | | | |
| Antonelli, Robert B. | 174 | 212 | 168 | 139 | 190 | 174 | 1057 |
| Havern III, Robert A. | 204 | 163 | 197 | 185 | 179 | 198 | 1126 |
| Mooney, Virginia E. | 331 | 352 | 318 | 302 | 332 | 378 | 2013 |
| Write-ins | | 1 | 1 | | | | 2 |
| BLANKS | 109 | 86 | 135 | 76 | 73 | 85 | 564 |
| **REP. GEN. COURT (23rd)** | | | | | | | |
| Grace, Augusto F. | 482 | 558 | 530 | 452 | 511 | 523 | 3056 |
| Write-ins | | 1 | | | | | 1 |
| BLANKS | 336 | 256 | 289 | 250 | 263 | 312 | 1705 |
| **DIST. ATT (NORTHERN)** | | | | | | | |
| Mackey, Joseph K. | 190 | 206 | 198 | 168 | 181 | 223 | 1166 |
| Reilly, Thomas F. | 355 | 295 | 306 | 255 | 216 | 274 | 1701 |
| Spartichino, George W. | 221 | 206 | 197 | 174 | 270 | 236 | 1304 |
| BLANKS | 52 | 107 | 118 | 105 | 107 | 102 | 591 |
| **REGISTER PROBATE** | | | | | | | |
| Larkin, Thomas J. | 388 | 412 | 420 | 363 | 404 | 409 | 2396 |
| Bradley, Joseph L. | 204 | 221 | 204 | 163 | 188 | 238 | 1218 |
| BLANKS | 226 | 181 | 195 | 176 | 182 | 188 | 1148 |
| **COUNTY TREASURER** | | | | | | | |
| Fahey Jr., James E. | 283 | 255 | 318 | 226 | 282 | 264 | 1628 |
| McManus, Warren | 126 | 132 | 104 | 111 | 107 | 139 | 719 |
| Palmer, Kevin J. | 170 | 206 | 164 | 168 | 181 | 217 | 1106 |
| BLANKS | 239 | 221 | 234 | 197 | 204 | 215 | 1309 |
| **COUNTY COMMISSIONER** | | | | | | | |
| Schmidt, Bill | 108 | 110 | 101 | 84 | 109 | 104 | 616 |
| Auger Collins, Barbara | 132 | 156 | 118 | 96 | 91 | 152 | 745 |
| Eckland, William J. | 60 | 74 | 66 | 47 | 72 | 68 | 387 |
| Flaherty, Francis X. | 252 | 244 | 284 | 153 | 264 | 266 | 1463 |
| McFarland, William S. | 52 | 59 | 51 | 62 | 43 | 55 | 322 |
| BLANKS | 214 | 171 | 199 | 260 | 195 | 190 | 1229 |

## REPUBLICAN

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **SEN. CONGRESS** | | | | | | | |
| Daly, Daniel W. | 94 | 95 | 90 | 84 | 72 | 85 | 520 |
| Rappaport, Jim | 239 | 229 | 272 | 212 | 218 | 217 | 1387 |
| BLANKS | 35 | 39 | 45 | 30 | 17 | 22 | 188 |
| **GOVERNOR** | | | | | | | |
| Pierce, Steven D. | 163 | 158 | 176 | 125 | 126 | 129 | 877 |
| Weld, William F. | 204 | 201 | 227 | 200 | 178 | 192 | 1202 |
| BLANKS | 1 | 4 | 4 | 1 | 3 | 3 | 16 |
| **LT. GOVERNOR** | | | | | | | |
| Cellucci, Argeo Paul | 165 | 177 | 171 | 142 | 133 | 159 | 947 |
| Torkildsen, Peter G. | 159 | 141 | 191 | 145 | 141 | 132 | 909 |
| BLANKS | 44 | 45 | 45 | 39 | 33 | 33 | 239 |
| **ATT. GENERAL** | | | | | | | |
| Carbone, Guy A, | 162 | 162 | 157 | 141 | 124 | 139 | 885 |
| Sawyer, William C. | 163 | 145 | 185 | 131 | 145 | 148 | 917 |
| Write-ins | | | | | 2 | | 2 |
| BLANKS | 43 | 56 | 65 | 54 | 36 | 37 | 291 |
| **SEC. OF STATE** | | | | | | | |
| McCarthy, Paul | 260 | 239 | 168 | 219 | 210 | 227 | 1323 |
| BLANKS | 108 | 124 | 139 | 107 | 97 | 97 | 772 |
| **TREASURER** | | | | | | | |
| Malone, Joseph D. | 316 | 299 | 329 | 185 | 261 | 277 | 1667 |
| BLANKS | 52 | 64 | 78 | 141 | 46 | 47 | 428 |
| **AUDITOR** | | | | | | | |
| Murray, Douglas J. | 265 | 227 | 262 | 215 | 208 | 232 | 1409 |
| BLANKS | 103 | 136 | 145 | 111 | 99 | 92 | 686 |
| **REP. IN CONGRESS (7th)** | | | | | | | |
| Write-ins | 1 | | 1 | | | | 2 |
| BLANKS | 367 | 363 | 406 | 326 | 307 | 322 | 093 |
| **COUNCILLOR (6th)** | | | | | | | |
| Manganello, Vincent | 243 | 216 | 243 | 198 | 193 | 214 | 1307 |
| BLANKS | 125 | 147 | 164 | 128 | 114 | 110 | 788 |
| **SEN. GEN. COURT (4th)** | | | | | | | |
| Howard, Doug | 265 | 228 | 276 | 211 | 201 | 221 | 1402 |
| BLANKS | 103 | 135 | 131 | 115 | 106 | 103 | 693 |
| **REP. GEN. COURT (23rd)** | | | | | | | |
| Brenton, Marianne W. | 297 | 262 | 311 | 238 | 235 | 262 | 1605 |
| BLANKS | 71 | 101 | 96 | 88 | 72 | 62 | 490 |
| **DIST. ATT. (NORTHERN)** | | | | | | | |
| BLANKS | 368 | 363 | 407 | 326 | 307 | 324 | 2095 |
| **REGISTER PROBATE** | | | | | | | |
| Lambert, Donna M. | 269 | 225 | 269 | 211 | 201 | 228 | 1403 |
| BLANKS | 99 | 138 | 138 | 115 | 106 | 96 | 692 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **COUNTY TREASURER** | | | | | | | |
| Fish, Walter | 258 | 230 | 258 | 201 | 205 | 225 | 1377 |
| BLANKS | 110 | 133 | 149 | 125 | 102 | 99 | 718 |
| **COUNTY COMMISSIONER** | | | | | | | |
| Write-ins | 2 | | | | | | 2 |
| BLANKS | 366 | 363 | 407 | 326 | 307 | 324 | 2093 |

## The Commonwealth of Massachusetts

Middlesex ss.

To either of the Constables of the Town of Burlington in the County of Middlesex GREETING:

IN THE NAME OF The Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the Fox Hill School (1), Memorial School (2 & 3) Wildwood School (4 & 5), Pine Glen School (6) in said Burlington on Tuesday the Sixth day of November next, at 7:00 o'clock in the Fore noon, then and there to act on the following articles: —

To cast their votes in the State Election for the candidates for the

U.S. Senator ..... For the Commonwealth
Governor/Lt. Governor ..... For the Commonwealth
Attorney General ..... For the Commonwealth
Secretary ..... For the Commonwealth
Treasurer ..... For the Commonwealth
Auditor ..... For the Commonwealth
Representative in Congress .....7th Congressional Dist.
Councillor ..... 6th Councillor Dist.
Senator in General Court ..... 4th Senatorial Dist.
Representative in General Court ..... 23rd Middlesex Dist.
District Attorney ..... Northern District
Register of Probate ..... Middlesex County
County Treasurer ..... Middlesex County
County Commissioner ..... Middlesex County

Question 1 — Abolishing the State Census
Question 2 — Restricting Use of State Consultants
Question 3 — Changing Laws Concerning State Taxes and Fees
Question 4 — Changing Requirements for Political Parties & Candidates
Question 5 — Allocating State Aid to Cities and Towns
Question 6 — Free and Equal Broadcast Time for Candidates
Question 7 — Transfer County Court Houses to the Commonwealth
Question 8 — Senate Rules

And you are directed to serve this Warrant, by posting up attested copies thereof at Town Hall, Fox Hill School, Memorial School, Wildwood School, Pine Glen School in said Town, Burlington 7 days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid.

Given under our hands this 29th day of October in the year of our Lord one thousand nine hundred and 90.

s/s John H. Leahy Jr.
Richard C. Wilde
Virginia E. Mooney Selectmen of Burlington

A true copy. Attest:
s/s Anthony J. Saia, Constable

# STATE ELECTION
# NOVEMBER 6, 1990

The Polls for the State Election were opened at 7:00 A.M. and closed at 8:00 P.M. I certify that all ballots cast for candidates in the State Election held on November 6, 1990 have been counted and recorded in accordance with the law, and that the following return of votes is correct.

Jane L. Chew , Town Clerk

| | Votes Cast | Registered Voters |
|---|---|---|
| Prec. 1 — Warden Mary Louise Rutherford | 1,921 | 2,376 |
| Prec. 2 — Warden Betty L. Yetman | 1,958 | 2,474 |
| Prec. 3 — Warden Donald L. Sleeper Jr. | 2,021 | 2,536 |
| Prec. 4 — Warden Patricia Stanford | 1,677 | 1.987 |
| Prec. 5 — Warden Virginia M. Igo | 1,727 | 2,066 |
| Prec. 6 — Warden Elmer V. Larson Jr. | 1,908 | 2,297 |
| | 11,222 | 13,736 |

This includes 468 absentee ballots cast by Precincts as follows:

Prec. 1 — 83 Prec. 2 — 72 Prec. 3 — 95
Prec. 4 — 87 Prec. 5 — 63 Prec. 6 — 68

| | Prec. 1 | Prec. 2 | Prec. 3 | Prec. 4 | Prec. 5 | Prec. 6 | Total |
|---|---|---|---|---|---|---|---|
| **SEN. CONGRESS** | | | | | | | |
| Kerry, John F. | 983 | 1057 | 1043 | 908 | 898 | 1030 | 5919 |
| Rappaport, Jim | 879 | 828 | 904 | 705 | 778 | 818 | 4912 |
| Write-ins | 1 | | 1 | 2 | | 1 | 5 |
| Blanks | 58 | 73 | 73 | 62 | 61 | 59 | 386 |
| **GOVERNOR-LT. GOV.** | | | | | | | |
| Silber/Clapprood | 811 | 833 | 879 | 701 | 727 | 873 | 4824 |
| Weld/Cellucci | 1025 | 1034 | 1063 | 891 | 939 | 954 | 5906 |
| Umina/DeBerry | 64 | 55 | 55 | 55 | 41 | 48 | 318 |
| Write-ins | | 1 | 1 | 4 | 1 | 3 | 10 |
| Blanks | 21 | 35 | 23 | 26 | 29 | 30 | 164 |
| **ATT. GENERAL** | | | | | | | |
| Harshbarger, Scott | 1078 | 1189 | 1220 | 1035 | 1116 | 1185 | 6823 |
| Sawyer, William C. | 671 | 663 | 703 | 559 | 545 | 634 | 3775 |
| Blanks | 172 | 106 | 98 | 83 | 76 | 89 | 624 |
| **SEC. OF STATE** | | | | | | | |
| Connolly, Michael J. | 664 | 684 | 692 | 578 | 623 | 709 | 3950 |
| McCarthy, Paul | 734 | 731 | 809 | 697 | 670 | 734 | 4375 |
| Ahearn, Barbara F. | 340 | 345 | 327 | 331 | 295 | 317 | 1955 |
| Write-in | | | 1 | | | | 1 |
| Blanks | 183 | 198 | 192 | 71 | 149 | 148 | 941 |
| **TREASURER** | | | | | | | |
| Galvin, William F. | 484 | 508 | 508 | 447 | 462 | 508 | 2917 |
| Malone, Joseph D. | 1245 | 1226 | 1314 | 1026 | 1101 | 1201 | 7113 |
| Nash, C. David | 98 | 142 | 122 | 123 | 107 | 121 | 713 |
| Blanks | 94 | 82 | 77 | 81 | 67 | 78 | 479 |
| **AUDITOR** | | | | | | | |
| DeNucci, A. Joseph | 931 | 928 | 951 | 806 | 869 | 962 | 5447 |
| Murray, Douglas J. | 656 | 682 | 729 | 579 | 557 | 643 | 3846 |
| Sherman, Steven K. | 147 | 168 | 154 | 145 | 151 | 150 | 915 |
| Blanks | 187 | 180 | 187 | 147 | 160 | 153 | 1014 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **REP. IN CONGRESS** | | | | | | | |
| Markey, Edward J. | 1215 | 1274 | 1252 | 1135 | 1133 | 1220 | 7229 |
| Write-ins | | 1 | 1 | 2 | | 1 | 5 |
| Blanks | 706 | 683 | 768 | 540 | 604 | 687 | 3988 |
| **COUNCILLOR (6TH)** | | | | | | | |
| Hurley, Daniel G. | 567 | 608 | 603 | 506 | 532 | 620 | 3436 |
| Manganello, Vincent J. | 727 | 713 | 790 | 602 | 648 | 698 | 4178 |
| Collins, Robert W. | 262 | 266 | 265 | 245 | 259 | 271 | 1568 |
| Blanks | 365 | 371 | 363 | 324 | 298 | 319 | 2040 |
| **SEN. GEN. COURT (4TH)** | | | | | | | |
| Havern III, Robert A. | 622 | 640 | 633 | 572 | 617 | 651 | 3735 |
| Howard, Doug | 819 | 799 | 920 | 613 | 711 | 785 | 4647 |
| Metros, Helen T. | 199 | 231 | 203 | 195 | 174 | 207 | 1209 |
| Blanks | 281 | 288 | 265 | 297 | 235 | 265 | 1631 |
| **REP. GEN. COURT (23RD)** | | | | | | | |
| Grace, Augusto F. | 826 | 920 | 880 | 784 | 818 | 846 | 5074 |
| Marianne W. Brenton | 974 | 935 | 1066 | 813 | 862 | 992 | 5642 |
| Blanks | 121 | 103 | 75 | 80 | 57 | 70 | 506 |
| **DIST. ATT. (NORTHERN)** | | | | | | | |
| Reilly, Thomas F. | 1117 | 1175 | 1205 | 1049 | 1063 | 1180 | 6789 |
| Write-ins | | 1 | | 1 | | | 2 |
| Blanks | 804 | 782 | 816 | 627 | 674 | 728 | 4431 |
| **REGISTER PROBATE** | | | | | | | |
| Donna M. Lambert | 877 | 881 | 923 | 738 | 747 | 857 | 5023 |
| Larkin, Thomas J. | 715 | 700 | 760 | 660 | 710 | 752 | 4297 |
| Blanks | 329 | 377 | 338 | 279 | 280 | 299 | 1902 |
| **COUNTY TREASURER** | | | | | | | |
| Fahey Jr., James E. | 682 | 765 | 739 | 668 | 669 | 745 | 4268 |
| Fish, Walter | 864 | 810 | 932 | 706 | 783 | 843 | 4938 |
| Blanks | 375 | 383 | 350 | 303 | 285 | 320 | 2016 |
| **COUNTY COMMISSIONER** | | | | | | | |
| Flaherty, Francis X. | 1117 | 1172 | 1185 | 1049 | 1076 | 1190 | 6789 |
| Write-ins | | 1 | | 1 | | | 2 |
| Blanks | 804 | 785 | 836 | 627 | 661 | 718 | 4431 |
| **QUESTION #1 — ABOLISHING THE STATE CENSUS** | | | | | | | |
| Yes | 1510 | 1501 | 1607 | 1305 | 1360 | 1519 | 8802 |
| No | 291 | 325 | 293 | 253 | 262 | 272 | 1696 |
| Blanks | 120 | 132 | 121 | 119 | 115 | 117 | 724 |
| **QUESTION #2 — RESTRICTING USE OF STATE CONSULTANTS** | | | | | | | |
| Yes | 925 | 906 | 1001 | 810 | 890 | 953 | 5485 |
| No | 907 | 939 | 933 | 775 | 767 | 860 | 5181 |
| Blanks | 89 | 113 | 87 | 92 | 80 | 95 | 556 |
| **QUESTION #3 — CHANGING LAWS CONCERNING STATE TAXES AND FEES** | | | | | | | |
| Yes | 881 | 938 | 1007 | 782 | 854 | 889 | 5351 |
| No | 964 | 939 | 936 | 816 | 820 | 936 | 5411 |
| Blanks | 76 | 81 | 78 | 79 | 63 | 83 | 460 |
| **QUESTION #4 — CHANGING REQUIREMENTS FOR POLITICAL PARTIES & CANDIDATES** | | | | | | | |
| Yes | 951 | 999 | 1027 | 865 | 855 | 998 | 5695 |
| No | 806 | 762 | 820 | 655 | 725 | 754 | 4522 |
| Blanks | 164 | 197 | 174 | 157 | 157 | 156 | 1005 |
| **QUESTION #5 — ALLOCATING STATE AID TO CITIES AND TOWNS** | | | | | | | |
| Yes | 1094 | 1139 | 1181 | 942 | 1029 | 1159 | 6544 |
| No | 653 | 640 | 679 | 580 | 561 | 592 | 3705 |
| Blanks | 174 | 179 | 161 | 155 | 147 | 157 | 973 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| QUESTION #6 — FREE AND EQUAL BROADCAST TIME FOR CANDIDATES | | | | | | | |
| Yes | 832 | 900 | 848 | 740 | 767 | 807 | 4894 |
| No | 812 | 768 | 859 | 677 | 718 | 836 | 4670 |
| Blanks | 277 | 290 | 314 | 260 | 252 | 265 | 1658 |
| QUESTION #7 — TRANSFER COUNTY COURT HOUSES TO THE COMMONWEALTH | | | | | | | |
| Yes | 861 | 806 | 896 | 727 | 791 | 856 | 4937 |
| No | 636 | 703 | 667 | 554 | 590 | 648 | 3798 |
| Blanks | 424 | 449 | 458 | 396 | 356 | 404 | 2487 |
| QUESTION #8 — SENATE RULES | | | | | | | |
| Yes | 1056 | 1056 | 1109 | 951 | 991 | 1089 | 6252 |
| No | 394 | 428 | 483 | 311 | 343 | 408 | 2287 |
| Blanks | 471 | 474 | 509 | 415 | 403 | 411 | 2683 |

# TOWN ACCOUNTANT

To: Board of Selectmen

Subject: Annual Report ~ Fiscal 1990

Enclosed are the audited financial statements for the period ended June 30, 1990, which have been prepared by this office and our auditor Arthur Anderson & Company.

ARTHUR ANDERSEN & CO.
BOSTON, MASSACHUSETTS

## REPORT OF INDEPENDENT PUBLIC ACCOUNTANTS

To the Honorable Board of Selectmen,

Town of Burlington, Massachusetts:

We have audited the accompanying general purpose and combining financial statements of the various funds and account group of the TOWN OF BURLINGTON, MASSACHUSETTS (the Town) as of June 30, 1990 and for the year then ended, as listed in the foregoing index. These general purpose financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Consistent with the practice of most municipalities in the Commonwealth of Massachusetts, the Town has neither capitalized the cost of general fixed assets in a General Fixed Asset Account Group (see Note 1(f)) nor reported in the Long-term Obligations Account Group its unfunded pension liability as determined by an acceptable and up-to-date actuarial valuation (see Note 3) as required by generally accepted accounting principles. An actuarial valuation is required to be performed at least biennially, and one has not been performed since January 1, 1988. The amounts which should be recorded in the General Fixed Asset Account Group and the General Long-term Obligations Account Group are not readily determinable.

In our opinion, except for the effects on the general purpose financial statements of: (1) not capitalizing general fixed assets in a General Fixed Asset Account Group and (2) not reporting the unfunded pension liability, as determined by an acceptable and up-to-date actuarial valuation, in the General Long-term Obligations Account Group, the accompanying general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Burlington, Massachusetts as of June 30, 1990, and the revenues, transfers, expenditures and changes in fund balances for the year then ended, in conformity with generally accepted accounting principles.

Arthur Andersen & Co.

September 10, 1990.

TOWN OF BURLINGTON, MASSACHUSETTS

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP

JUNE 30, 1990

| | GOVERNMENTAL FUND TYPES | | | FIDUCIARY FUND TYPE | ACCOUNT GROUP | Combined Total (Memorandum Only) |
|---|---|---|---|---|---|---|
| | General Fund | Special Revenue Funds | Capital Projects Funds | Trust and Agency Funds | General Long-term Obligations | 1990 |
| ASSETS: | | | | | | |
| Cash, including interest-bearing accounts of $5,967 (Note 2) | $ 732,902 | $ - | $ - | $ 30 | $ - | $ 732,932 |
| Temporary investments (Notes 1 and 2) | 4,075,807 | 42,532 | - | 974,951 | - | 5,093,290 |
| Property taxes receivable- | | | | | | |
| Current year's levy | 1,194,634 | - | - | - | - | 1,194,634 |
| Prior years' levies | 376,692 | - | - | - | - | 376,692 |
| | $ 1,571,326 | $ - | $ - | $ - | $ - | $ 1,571,326 |
| Other receivables and tax titles- | | | | | | |
| Motor vehicle excise | $ 218,438 | $ - | $ - | $ - | $ - | $ 218,438 |
| Water and sewer | 551,409 | - | - | - | - | 551,409 |
| Tax titles, possessions and other liens | 2,123,559 | - | - | - | - | 2,123,559 |
| Federal and state grants | 209,428 | 25,106 | - | - | - | 234,534 |
| State aid receivable | 3,481,589 | - | - | - | - | 3,481,589 |
| | $ 6,584,423 | $ 25,106 | $ - | $ - | $ - | $ 6,609,529 |
| Due from (to) other funds | $(1,822,492) | $1,069,794 | $752,698 | $ - | $ - | $ - |
| Amount to be provided for the payment of sick leave benefits | - | - | - | - | 963,214 | 963,214 |
| Amount to be provided for the retirement of debt- | | | | | | |
| From tax levy | - | - | - | - | 12,561,834 | 12,561,834 |
| From Chapter 645 (Note 1) | - | - | - | - | 778,166 | 778,166 |
| Total assets | $11,141,966 | $1,137,432 | $752,698 | $ 974,981 | $14,303,214 | $28,310,291 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP

JUNE 30, 1990

(Continued)

| | GOVERNMENTAL FUND TYPES | | | FIDUCIARY FUND TYPE | ACCOUNT GROUP | Combined Total (Memorandum Only) |
|---|---|---|---|---|---|---|
| | General Fund | Special Revenue Funds | Capital Projects Funds | Trust and Agency Funds | General Long-term Obligations | 1990 |
| LIABILITIES AND RESERVES: | | | | | | |
| Warrants payable | $ 1,032,369 | $ - | $254,471 | $ - | $ - | $ 1,286,840 |
| Accrued payroll | 18,432 | 5,388 | - | - | - | 23,820 |
| Payroll withholdings and other liabilities | 840,922 | - | - | 142,388 | - | 983,310 |
| Accrued vacation and sick leave benefits (Note 1) | 560,326 | - | - | - | 963,214 | 1,523,540 |
| Reserve for abatements | 1,204,874 | - | - | - | - | 1,204,874 |
| Deferred revenue | 3,797,388 | - | - | - | - | 3,797,388 |
| Bonds payable (Note 4) | - | - | - | - | 13,340,000 | 13,340,000 |
| Total liabilities and reserves | $ 7,454,311 | $ 5,388 | $254,471 | $ 142,388 | $14,303,214 | $22,159,772 |
| COMMITMENTS AND CONTINGENCIES (Note 6) | | | | | | |
| FUND BALANCES: | | | | | | |
| Unreserved | $ 1,858,581 | $ - | $ - | $ - | $ - | $ 1,858,581 |
| Designated for subsequent year's expenditures | 782,780 | - | - | - | - | 782,780 |
| Reserved | - | 1,132,044 | - | 832,593 | - | 1,964,637 |
| Continued appropriations (Note 5) | 1,046,294 | - | 498,227 | - | - | 1,544,521 |
| Total fund balances | $ 3,687,655 | $1,132,044 | $498,227 | $ 832,593 | $ - | $ 6,150,519 |
| | $11,141,966 | $1,137,432 | $752,698 | $ 974,981 | $14,303,214 | $28,310,291 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

COMBINED STATEMENT OF REVENUES, TRANSFERS, EXPENDITURES AND CHANGES IN FUND BALANCES -

ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS

FOR THE YEAR ENDED JUNE 30, 1990

| | GOVERNMENTAL FUND TYPES | | | Expendable Trust and Agency Funds | Combined Total (Memorandum Only) |
|---|---|---|---|---|---|
| | General Fund | Special Revenue Funds | Capital Projects Funds | | 1990 |
| REVENUES: | | | | | |
| Property taxes | $28,412,451 | $ - | $ - | $ - | $ 28,412,451 |
| Motor vehicle excise taxes | 1,633,409 | - | - | - | 1,633,409 |
| Water and sewer | 3,532,063 | - | - | - | 3,532,063 |
| Intergovernmental | 6,704,999 | 3,774,826 | - | 9,773 | 10,489,598 |
| Interest and dividends | 568,012 | 2,087 | - | 71,072 | 641,171 |
| Departmental and other | 2,290,711 | 2,717,722 | 60,000 | 836,776 | 5,905,209 |
| | $43,141,645 | $ 6,494,635 | $ 60,000 | $ 917,621 | $ 50,613,901 |
| TRANSFERS (TO) FROM OTHER FUNDS | $ 228,230 | $ (1,143,030) | $1,176,748 | $(238,259) | $ 23,689 |
| EXPENDITURES: | | | | | |
| Education | $19,182,437 | $ 4,177,206 | $ - | $ 12,029 | $ 23,371,672 |
| Public safety | 7,210,741 | 814,143 | - | - | 8,024,884 |
| Health and human services | 628,332 | - | - | 850,535 | 1,478,867 |
| Public works | 5,524,161 | 176,994 | - | - | 5,701,155 |
| Recreation | 1,342,253 | 130,696 | - | - | 1,472,949 |
| Debt service | 1,885,988 | - | - | - | 1,885,988 |
| Pension costs (Note 3) | 1,692,196 | - | - | - | 1,692,196 |
| General government | 5,919,849 | - | - | - | 5,919,849 |
| State and county assessments | 729,060 | - | - | 12,120 | 741,180 |
| Other | 5,336 | 301,594 | - | - | 306,930 |
| Capital outlay | - | - | 1,571,966 | - | 1,571,966 |
| Purchase of land | - | 9,900,000 | - | - | 9,900,000 |
| | $44,120,353 | $ 15,500,633 | $1,571,966 | $ 874,684 | $ 62,067,636 |
| DEFICIENCY OF REVENUES AND TRANSFERS OVER EXPENDITURES | $ (750,478) | $(10,149,028) | $ (335,218) | $(195,322) | $(11,430,046) |
| OTHER FINANCING SOURCES (USES): | | | | | |
| Proceeds from bonds | $ - | $ 9,900,000 | $ - | $ - | $ 9,900,000 |
| Proceeds from temporary borrowing | 5,500,000 | - | - | - | 5,500,000 |
| Repayment of temporary borrowing | (5,500,000) | - | - | - | (5,500,000) |
| | $ - | $ 9,900,000 | $ - | $ - | $ 9,900,000 |
| FUND BALANCES, beginning of year | 4,438,133 | 1,381,072 | 833,445 | 725,075 | 7,377,725 |
| FUND BALANCES, end of year | $ 3,687,655 | $ 1,132,044 | $ 498,227 | $ 529,753 | $ 5,847,679 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

STATEMENT OF REVENUES, TRANSFERS AND EXPENDITURES -

BUDGET AND ACTUAL - GENERAL FUND - BUDGETARY BASIS (NOTE 1(g))

FOR THE YEAR ENDED JUNE 30, 1990

| | General Fund | |
|---|---|---|
| | Budget | Actual |
| REVENUES: | | |
| Property taxes | $29,557,120 | $28,180,079 |
| Motor vehicle excise taxes | 2,134,000 | 1,702,648 |
| Water and sewer | 3,100,000 | 3,483,635 |
| Intergovernmental | 5,677,942 | 6,704,989 |
| Interest and dividends | 509,000 | 568,012 |
| Departmental and other | 2,355,256 | 2,289,505 |
| | $43,333,318 | $42,928,878 |
| OTHER SOURCES OF FUNDS: | | |
| Transfers (to) from other funds- | | |
| Other, net | $ 228,230 | $ 228,230 |
| Surplus revenue (free cash) | 677,250 | 677,250 |
| | $ 905,480 | $ 905,480 |
| EXPENDITURES: | | |
| Education | $18,978,383 | $19,259,304 |
| Public safety | 7,211,609 | 7,114,842 |
| Health and human services | 630,303 | 628,332 |
| Public works | 5,381,298 | 5,505,196 |
| Recreation | 1,362,486 | 1,342,253 |
| Debt service | 1,885,988 | 1,885,988 |
| Pension costs (Note 3) | 1,692,196 | 1,692,196 |
| General government | 6,370,001 | 6,044,032 |
| State and county assessments | 726,534 | 729,060 |
| Other | - | 5,336 |
| | $44,238,798 | $44,206,539 |
| DEFICIENCY OF REVENUES AND TRANSFERS OVER EXPENDITURES | $ - | $ (372,181) |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

COMBINING STATEMENT OF CHANGES IN FUND BALANCES -

SPECIAL REVENUE FUNDS, CAPITAL PROJECTS FUNDS, EXPENDABLE AND NONEXPENDABLE TRUST FUNDS

FOR THE YEAR ENDED JUNE 30, 1990

| | Balance June 30, 1989 | Revenues and Receipts | Interest and Dividends | Disbursements | Interfund Transfers (To) From | Balance June 30, 1990 |
|---|---|---|---|---|---|---|
| SPECIAL REVENUE FUNDS: | | | | | | |
| School lunch | $ 12,274 | $ 566,056 | $ - | $ 555,061 | $ - | $ 23,269 |
| School programs | 119,576 | 207,884 | - | 237,491 | - | 89,969 |
| Other school aid | 500,545 | 3,506,576 | - | 3,384,654 | 16,672 | 639,139 |
| Chapter 90 highway improvements | 18,140 | 39,329 | - | 57,469 | - | - |
| Recreation | 32,156 | 132,746 | 2,087 | 130,696 | - | 36,293 |
| Sale of graves | 155,567 | - | - | - | 17,046 | 172,613 |
| Insurance reimbursements (Note 6) | 250,000 | 944,010 | - | 10,620 | (1,176,748) | 6,642 |
| Other | 292,814 | 1,095,947 | - | 1,224,642 | - | 164,119 |
| | $1,381,072 | $6,492,548 | $ 2,087 | $5,600,633 | $(1,143,030) | $1,132,044 |
| CAPITAL PROJECTS FUNDS: | | | | | | |
| Center Street School construction (Note 6) | $ 241,917 | $ - | $ - | $1,278,553 | $ 1,176,748 | $ 140,112 |
| Fire Station expansion | 105,536 | - | - | 86,663 | - | 18,873 |
| Water treatment plant | 485,992 | 60,000 | - | 206,750 | - | 339,242 |
| | $ 833,445 | $ 60,000 | $ - | $1,571,966 | $ 1,176,748 | $ 498,227 |
| EXPENDABLE TRUST FUNDS: | | | | | | |
| Stabilization | $ 306,174 | $ - | $26,005 | $ - | $ - | $ 332,179 |
| Supplemental retirement | 345,505 | - | 32,074 | - | (238,259) | 139,320 |
| Health insurance | 57,988 | 819,926 | 11,630 | 850,535 | - | 39,009 |
| Arts and lottery fund | 5,439 | 9,773 | 450 | 12,120 | - | 3,542 |
| Citizens scholarship | 9,969 | 16,850 | 913 | 12,029 | - | 15,703 |
| | $ 725,075 | $ 846,549 | $71,072 | $ 874,684 | $ (238,259) | $ 529,753 |
| NONEXPENDABLE TRUST FUNDS: | | | | | | |
| Cemetery | $ 278,567 | $ 17,920 | $23,448 | $ - | $ (23,448) | $ 296,487 |
| Library | 3,895 | - | 310 | - | (241) | 3,964 |
| Conservation | 2,205 | - | 184 | - | - | 2,389 |
| | $ 284,667 | $ 17,920 | $23,942 | $ - | $ (23,689) | $ 302,840 |

The accompanying notes are an integral part of these financial statements.

## (1) Summary of Significant Accounting Policies

Accounting policies and financial reporting practices for municipalities in Massachusetts are prescribed by the Uniform Municipal Accounting System (UMAS) promulgated by the Commonwealth of Massachusetts Department of Revenue. The significant accounting policies followed by the Town of Burlington, Massachusetts (the Town) are as follows:

### (a) Basis of Presentation

The accompanying financial statements include the financial transactions of the Town, except for those transactions involving the Burlington Housing Authority, the Middlesex County Retirement System and the Simonds Park Trust, which are activities independent of the Town.

### (b) Fund Accounting

Financial transactions of the Town are recorded in the following funds or account group:

(1) The General Fund reflects the financial transactions related to general governmental activities that are not otherwise accounted for in another fund. The water and sewer department activities are recorded as part of the General Fund because the Town's policy is to fund the operations of the water and sewer department through a combination of user charges and property tax levies. Water and sewer rates are approved by the Board of Selectmen.

Included within the General Fund is the unreserved fund balance (surplus revenue), which is the amount by which unrestricted cash, accounts receivable and other assets exceed liabilities and reserves.

(2) Special Revenue Funds account for the proceeds of specific revenue sources (other than special assessments, expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes. These

(1) Summary of Significant Accounting Policies (Continued)

(b) Fund Accounting (Continued)

sources include gifts and grants from outside sources, which must be expended in accordance with the provisions of the grants and funds related to specific activities of the Town and which are available to fund future operations as prescribed by the Town.

(3) The Capital Projects Funds account for the financial resources used in the acquisition of or improvements to capital facilities. Capital facility expenditures are distinguished as capital project expenditures if at least two of the following conditions are met:

- Financing is provided in whole or in part by the issuance of bonds.

- Expenditures are made during more than one fiscal year.

- Expenditures are "project-oriented" and, thus, are not a part of the ongoing operations of the Town.

Other capital facility expenditures are reflected as expenditures in the General Fund.

(4) The Trust and Agency Funds account for money and securities received and held by the Town as trustee or custodian for individuals, private organizations and other governmental agencies. Trust and Agency Funds also include, under the custody of the Town Treasurer, monies appropriated by the Town to fund supplemental contributions to the Middlesex County Retirement System.

(1) Summary of Significant Accounting Policies (Continued)

(b) Fund Accounting (Continued)

Trust and Agency Funds are classified as expendable or nonexpendable, depending on whether the principal portion of the fund balance may be expended for the specified purpose or whether only investment income may be used.

(5) The General Long-term Obligations Account Group reflects the liabilities for accumulated sick leave benefits (see Note 1 (d)) and long-term debt (see Note 4). The balance payable is offset by resources to be provided through taxation in future years and state reimbursements for the retirement of the unmatured bonds.

Under the terms of Chapter 645 of the Acts of 1948, as amended, the Town is reimbursed by the State over the period of the debt service for a portion of its debt which was incurred to finance school construction. These reimbursements are included in General Fund revenue when received from the Commonwealth.

(c) Accounting for Revenues

Real estate and personal property taxes and other governmental receipts such as excise taxes, departmental fees and federal and state grants are recognized on a modified accrual basis, whereby receipts during the July 1 to August 31 period allocable to the preceding fiscal year are reflected as revenue for that year. Revenues from federal and state grants and interest on investments are recorded on the accrual basis.

(1) Summary of Significant Accounting Policies (Continued)

(d) Accounting for Expenditures

General Fund expenditures are recorded on the modified accrual basis. Disbursements for material and supply inventories are considered expenditures rather than assets at the time of purchase. Except for prepaid retirement plan contributions, prepayments are recorded as expenditures when paid. Interest cost is recognized when due and is not accrued over time. The repayment of governmental fund debt is recorded as an expenditure of the General Fund when paid.

Employees earn vacation and, in certain cases, sick leave pursuant to collective bargaining agreements as they provide services to the Town. Accrued vacation benefits can exceed 12 months of an individual's entitlement and are fully vested and payable upon retirement or termination. Accumulated sick pay benefits are vested in that they are payable upon retirement, but are forfeited if the employee terminates employment prior to normal retirement age. The obligation for earned vacation not yet taken is accounted for as a liability in the General Fund. Vested sick pay benefits at June 30, 1990 (calculated assuming no forfeitures for early retirements or terminations) are presented as a liability in the General Long-term Obligations account group.

(e) Temporary Investments

Temporary investments consist of certificates of deposit and money market accounts and are stated at cost which approximates market value.

(f) Accounting for Fixed Assets

The Town does not record general fixed assets in an asset account in the Town's general ledger at the time of acquisition. Fixed asset acquisitions are recorded as expenditures at the time purchases are made.

(1) Summary of Significant Accounting Policies (Continued)

(g) Budgetary - GAAP Reporting Reconciliation

Accounting principles applied for purposes of developing data on a budgetary basis differ from those used to present financial statements in conformity with generally accepted accounting principles (GAAP). A reconciliation of budgetary-basis to GAAP-basis follows:

| | |
|---|---|
| Deficiency of revenues and transfers over expenditures - budgetary basis | $(372,181) |
| Effect of use of modified accrual method for recognizing revenue | 212,767 |
| Timing differences in recognizing expenditures | 86,186 |
| Surplus revenue (free cash) | (677,250) |
| Deficiency of revenues and transfers over expenditures - GAAP basis | $(750,478) |

For purposes of the budgetary basis financial statement presented in this report, the budgeted expenditures are net of changes in continued appropriations between the beginning and the end of the fiscal year.

Massachusetts law does not require preparation of a budget for capital projects or for grants accounted for in the Special Revenue Funds. Since capital projects and grants are not budgeted, budgetary comparisons with actual results of operations are not presented in the accompanying financial statements.

## (1) Summary of Significant Accounting Policies (Continued)

### (h) Presentation of Combined Totals

Total columns on combined statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations in conformity with generally accepted accounting principles. Neither are such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

## (2) Deposits with Financial Institutions and Investments

The Town's assets include cash and investments that are available for use by all funds. In addition, operating cash and investments are separately held by various funds of the Town. Each fund type's portion of cash and investments is presented on the combined balance sheet under "Governmental Fund Types" as cash and investments.

### Deposits

At year-end, the carrying amount of the Town's deposits of $732,932 differed from bank balances totaling $1,156,220 because of outstanding checks and other normal reconciling items. Of the total bank balances, $274,223 was not covered by federal depository insurance.

### Investments

State statutes authorize the Town to invest public funds in term deposits or certificates of deposit, in trust companies, national banks, savings banks or banking companies, or in obligations issued or unconditionally guaranteed by the United States Government or an agency thereof and having a maturity of less than one year. The statutes also authorize the Town to invest in repurchase agreements and in participation units in a combined investment fund.

(2) Deposits with Financial Institutions and Investments (Continued)

Investments (Continued)

Funds that are the result of a grant, gift or trust must be invested in accordance with the terms of such grant, gift or trust. Trust funds can be placed in interest-bearing accounts at national banks or at savings, trust or FDIC banking companies which are incorporated under the laws of the Commonwealth. Funds can also be invested in participation units in a combined investment fund, or in bonds, notes or securities which are legal investments for savings banks.

The Town's investments are categorized below to give an indication of the level of risk assumed by the entity at year-end. Category 1 includes investments that are insured or registered or for which the securities held by the Town or its agent are in the Town's name. Category 2 includes uninsured and unregistered investments for which the securities are held by the broker's or dealer's trust department or agent in the Town's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the broker or dealer, or by its trust department or agent, but not in the Town's name.

| | Carrying Amount | | | | Market |
|---|---|---|---|---|---|
| | 1 | 2 | 3 | Total | Value |
| Certificates of Deposit | $ 635,000 | $1,000,000 | $ - | $1,635,000 | $1,635,000 |
| Money market investments | 2,290,079 | 1,162,195 | - | 3,452,274 | 3,452,274 |
| | $2,925,079 | $2,162,195 | $ - | $5,087,274 | $5,087,274 |
| Investments held in state treasurer's investment pool | | | | 6,016 | 6,016 |
| Total investments | | | | $5,093,290 | $5,093,290 |

(3) Retirement Plans

Teachers, certain administrative personnel and other professional employees of the Town's school department individually participate in a contributory retirement plan administered by the Massachusetts Teachers' Retirement Board. The Town does not contribute to this plan.

Substantially all other Town employees participate in the Middlesex County Retirement System (the System). The Town's payroll for employees covered by the System for the year ended June 30, 1990 was approximately $10,142,000, which was 36.6% of the total Town payroll. Contributions to provide benefits under the System are made by the Town under the "pay-as-you-go" method by annually contributing the amount determined by the State Division of Public Employee Retirement Administration (PERA). The contribution is calculated as the amount necessary to provide for the following year's retirement benefits. The active Town employees contribute 5%, 7% or 8% (depending upon date of employment) of their regular compensation, as defined. The Town also contributes the amount necessary for the System's administrative expenses. The Town's actual contributions were approximately $1,525,000 for 1989 and $1,692,000 for 1990, which represented 16.0% and 16.7%, respectively, of annual covered payroll in 1989 and 1990.

Massachusetts Contributory Retirement System benefits are uniform from system to system. The system provides for retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. Benefit payments are based upon a member's age, length of creditable service, level of compensation and group classification.

Members become vested after 10 years of creditable service. A superannuation retirement allowance may be received upon the completion of 20 years of service or upon reaching the age of 55 with 10 years of service. Normal retirement for most employees occurs at age 65 (for certain hazardous duty and public safety positions, normal retirement is at age 55).

A retirement allowance consists of two parts: an annuity and a pension. A member's accumulated total deductions and a portion of the interest they generate constitute the annuity. The differential between the total retirement benefit and the annuity is the pension. The average retirement benefit is currently approximately 80% to 85% pension and 15% to 20% annuity.

(3) Retirement Plans (Continued)

The "pension benefit obligation" is a standardized disclosure measure of the present value of pension benefits, adjusted for the effects of projected salary increases and step-rate benefits, estimated to be payable in the future as a result of employee service to date. The measure is intended to help users assess the funding status of the System on a going concern basis, assess progress made in accumulating sufficient assets to pay benefits when due and make comparisons among public employee retirement systems and employers. The measure is the actuarial present value of credited projected benefits and is independent of the funding method used to determine contributions to the System. The System does not make separate measurements of assets and pension benefit obligation for individual employers.

Generally accepted accounting principles require the System to perform an actuarial valuation to determine the pension benefit obligation at least biennially, with an actuarial update to the date 12 months after the biennial valuation. Such valuation has not been performed.

The pension benefit obligation was computed for the Middlesex County Retirement System as a whole, as part of the most recent actuarial valuation performed as of January 1, 1988. Significant actuarial assumptions used in the valuation include (a) a rate of return on the investment of present and future assets of 8-1/2% a year compounded annually, (b) projected salary increases of 4-1/2% a year compounded annually, attributable to inflation, (c) additional projected salary increases of 1-1/2% a year, attributable to seniority/merit, and (d) no postretirement benefit increases. The assumed rate of return on pension assets of 8-1/2% used in the January 1, 1988 actuarial valuation differed from the 8% used in the January 1, 1987 actuarial valuation. The actuary has determined that had the 8% rate been used on the January 1, 1988 valuation, the accrued liability of the System would have been approximately $27,000,000 to $37,000,000 higher.

(3) Retirement Plans (Continued)

The total unfunded pension benefit obligation for the System, as a whole, was $208,298,000 at January 1, 1988, as follows:

| | |
|---|---|
| Pension benefit obligation- | |
| Retirees and beneficiaries receiving benefits and terminated employees not yet receiving benefits | $152,546,000 |
| Current employees- | |
| Accumulated employee contributions including allocated investment earnings | 72,288,000 |
| Employer-financed vested | 26,433,000 |
| Employer-financed nonvested | 88,652,000 |
| Total pension benefit obligation | $339,919,000 |
| Net assets available for benefits, at market value | 131,621,000 |
| Unfunded pension benefit obligation | $208,298,000 |

The contribution made by the Town in 1990 represented 9.1% of total contributions made by all participating entities.

(3) Retirement Plans (Continued)

Historical trend information showing the System's progress in accumulating sufficient assets to pay benefits when due is as follows:

| | Sources of Funds | | | | Uses of Funds | | | |
|---|---|---|---|---|---|---|---|---|
| Calendar Year | Employee Contributions | Employer Contributions | Investment Income | Total | Benefits | Administrative Expenses | Refunds | Total |
| 1981 | $ 4,725,143 | $ 7,630,508 | $ 4,634,185 | $16,989,836 | $10,814,416 | $326,497 | $1,286,213 | $12,427,126 |
| 1982 | 5,130,042 | 9,569,022 | 6,089,128 | 20,788,192 | 11,966,711 | 363,033 | 1,571,278 | 13,901,022 |
| 1983 | 5,338,531 | 10,432,346 | 6,907,834 | 22,678,711 | 13,093,617 | 371,280 | 1,294,244 | 14,759,141 |
| 1984 | 5,876,529 | 11,894,905 | 7,547,320 | 25,318,754 | 14,641,633 | 454,942 | 1,359,359 | 16,455,934 |
| 1985 | 6,453,041 | 14,022,988 | 8,473,342 | 28,949,371 | 14,917,543 | 424,713 | 1,340,061 | 16,682,317 |
| 1986 | 7,286,165 | 12,940,894 | 11,379,673 | 31,606,732 | 16,453,244 | 414,250 | 1,982,830 | 18,850,324 |
| 1987 | 8,107,198 | 15,050,713 | 12,818,284 | 35,976,195 | 18,482,084 | 448,653 | 2,207,833 | 21,138,570 |
| 1988 | 8,977,520 | 18,668,926 | 6,464,493 | 34,110,939 | 19,177,666 | 560,822 | 2,076,615 | 21,815,103 |
| 1989 | 10,400,416 | 19,564,609 | 15,134,989 | 45,100,014 | 21,277,930 | 551,539 | 2,369,740 | 24,199,209 |
| 1990 | 11,557,826 | 18,607,041 | 20,934,981 | 51,099,848 | 23,039,032 | 541,320 | 2,286,191 | 25,866,543 |

(3) Retirement Plans (Continued)

| Date of Actuarial Valuation and Data Provided | (1) Net Assets Available for Plan Benefits | (2) Pension Benefit Obligation | (3) Percentage Funded (1)÷(2) | (4) Unfunded Pension Benefit Obligation (2)-(1) | (5) Annual Covered Payroll | (6) Unfunded Pension Benefit Obligation as a Percentage of Covered Payroll (4)÷(5) |
|---|---|---|---|---|---|---|
| January 1, 1987 | $119,999,000 | $329,035,000 | 36.5% | $209,036,000 | $118,575,000 | 176.3% |
| January 1, 1988 | 131,621,000 | 339,919,000 | 38.7 | 208,298,000 | 128,109,000 | 162.6 |

In addition, the Town has provided supplemental funding under Chapter 559 of the Acts of 1977 and Chapter 661 of the Acts of 1983 to reduce the Town's actuarial past service cost. In addition, as of June 30, 1990, the Town had available supplemental funding amounting to $139,320.

Effective July 1, 1989, the System adopted several of the provisions of Chapter 697 under Massachusetts General Laws. One of the provisions adopted was the removal of a $30,000 annual pay cap on regular compensation for employees hired after January 1, 1979. Chapter 697 requires the Town to contribute, in addition to its regular appropriation, an amount equal to the increased normal costs plus an amount to amortize the increased liability over 15 years. Employees benefiting from this provision will also have to contribute an additional 2% of their annual salary in excess of $30,000. The Town's annual funding for fiscal 1990 increased 11% over fiscal 1989. It is anticipated that the Town's annual funding in fiscal 1991 will increase approximately 4.5% over fiscal 1990. The remaining provisions adopted by the System in fiscal 1990 will be paid on a "pay-as-you-go" basis, of which the incremental effect on annual funding can not yet be determined.

Other Postemployment Benefits

In addition to providing pension benefits, the Town provides certain health care and life insurance benefits for retired employees. Substantially all Town employees may become eligible for these benefits if they reach normal retirement age while working for the Town. These and similar benefits for active employees are provided through an insurance company whose premiums are based on the benefits paid during the year. The Town recognizes the cost of providing these benefits by expensing the annual insurance premiums, which aggregated approximately $384,000 for the year ended June 30, 1990.

(4) Long-term Debt

The following is a summary of long-term debt transactions for the year ended June 30, 1990:

| | |
|---|---|
| Long-term debt as of July 1, 1989 | $ 5,015,000 |
| Long-term debt issued | 9,900,000 |
| Long-term debt retired | (1,575,000) |
| Long-term debt as of June 30, 1990 | $13,340,000 |

As of June 30, 1990, the Town had the following outstanding long-term debt:

| | Date of Issue | Fiscal Year of Maturity | Original Principal Amount | Interest Rate | Amount Outstanding at June 30, 1990 |
|---|---|---|---|---|---|
| INSIDE DEBT LIMIT- | | | | | |
| Land acquisition bonds #1 | 01/15/90 | 2010 | $ 8,200,000 | 6.80% | $ 8,200,000 |
| Land acquisition bonds #2 | 04/15/90 | 2005 | 1,700,000 | 7.17 | 1,700,000 |
| Total inside debt limit | | | $ 9,900,000 | | $ 9,900,000 |
| OUTSIDE DEBT LIMIT- | | | | | |
| School debt- | | | | | |
| Senior high school | 08/01/71 | 1991 | $ 7,500,000 | 5.75% | $ 390,000 |
| Additional senior high school | 11/01/72 | 1992 | 8,075,000 | 5.00 | 850,000 |
| Total school debt | | | $15,575,000 | | $ 1,240,000 |
| Water supply debt- | | | | | |
| Standpipe #1 | 11/01/70 | 1991 | $ 560,000 | 6.10% | $ 25,000 |
| Reservoir #2 | 08/01/71 | 1991 | 3,925,000 | 5.75 | 205,000 |
| Total water supply debt | | | $ 4,485,000 | | $ 230,000 |
| Wastewater debt- | | | | | |
| Sewerage #1 | 07/15/66 | 1996 | $ 1,740,000 | 4.10% | $ 360,000 |
| Sewerage #2 | 03/15/67 | 1996 | 3,235,000 | 3.80 | 660,000 |
| Sewerage #3 | 02/01/68 | 1997 | 3,000,000 | 4.40 | 700,000 |
| Sewerage #7 | 11/01/70 | 1991 | 1,400,000 | 6.10 | 70,000 |
| Sewerage #8 | 08/01/71 | 1991 | 3,500,000 | 5.75 | 180,000 |
| Total wastewater debt | | | $12,875,000 | | $ 1,970,000 |
| Total outside debt limit | | | $32,935,000 | | $ 3,440,000 |
| Total debt | | | $42,835,000 | | $13,340,000 |

(4) Long-term Debt (Continued)

Debt service for future years, including $778,166 to be funded by the Commonwealth under Chapter 645 of the Acts of 1948, as amended, consists of the following:

| For the Year Ending June 30, | Current Year Debt Service | Cumulative Liability | | |
|---|---|---|---|---|
| | | Total | Principal | Interest |
| 1990 | $1,784,407 | $20,499,946 | $13,340,000 | $7,159,946 |
| 1991 | 2,914,151 | 17,585,795 | 11,250,000 | 6,335,795 |
| 1992 | 1,930,801 | 15,654,994 | 10,030,000 | 5,624,994 |
| 1993 | 1,448,500 | 14,206,494 | 9,235,000 | 4,971,494 |
| 1994 | 1,401,826 | 12,804,668 | 8,440,000 | 4,364,668 |
| 1995 | 1,355,150 | 11,449,518 | 7,645,000 | 3,804,518 |
| 1996 | 1,308,066 | 10,141,452 | 6,850,000 | 3,291,452 |
| 1997 | 1,092,210 | 9,049,242 | 6,225,000 | 2,824,242 |
| 1998 | 951,766 | 8,097,476 | 5,700,000 | 2,397,476 |
| 1999 | 915,720 | 7,181,756 | 5,175,000 | 2,006,756 |
| 2000 | 879,560 | 6,302,196 | 4,650,000 | 1,652,196 |
| 2001 | 838,400 | 5,463,796 | 4,130,000 | 1,333,796 |
| 2002 | 802,600 | 4,661,196 | 3,610,000 | 1,051,196 |
| 2003 | 766,800 | 3,894,396 | 3,090,000 | 804,396 |
| 2004 | 731,000 | 3,163,396 | 2,570,000 | 593,396 |
| 2005 | 695,200 | 2,468,196 | 2,050,000 | 418,196 |
| 2006 | 549,400 | 1,918,796 | 1,640,000 | 278,796 |
| 2007 | 521,520 | 1,397,276 | 1,230,000 | 167,276 |
| 2008 | 494,640 | 902,636 | 820,000 | 82,636 |
| 2009 | 464,760 | 437,876 | 410,000 | 27,876 |
| 2010 | 437,876 | - | - | - |

The Town has been authorized to issue bonds of $7,600,000 to assist in funding the construction of a proposed water treatment plant. The Town has also been authorized to issue bonds of $1,550,000 to purchase an ice skating rink. As of September 10, 1990, neither of these authorized bondings have been issued.

(5) 1991 Budget

The Town has authorized a fiscal 1991 operating and capital budget totaling $45,138,942. There are additional expenditures of $1,646,025 for state reimbursable items, state and county assessments and fiscal 1991 overlay, which are not subject to Town Meeting authorization. The total expenditures will be financed from the following sources:

| | |
|---|---|
| 1991 tax levies, state grants, departmental receipts, etc. | $45,197,753 |
| Surplus revenue | 782,780 |
| Other | 804,434 |
| | $46,784,967 |

In addition, the Town has carried forward appropriations totaling $1,753,949 from 1990 and prior years for projects authorized by the Town Meeting but not yet completed. Amounts carried forward include General Fund appropriations of $1,046,294 and Capital Projects Funds appropriations of $498,227.

(6) Commitments and Contingencies

In February 1989, a fire destroyed a portion of the Center Street School which was being renovated into a center for human services. The Town expended approximately $1,951,000 on the school through the Capital Projects Fund prior to the fire. Legal counsel and management believe that the resultant insurance claim should be settled without material loss to the Town. The Town has received approximately $250,000 in fiscal 1989 and $910,000 in fiscal 1990 from insurance companies, which was reflected as revenue in the Special Revenue Fund. A complete settlement is expected in fiscal 1991.

The Town has been named a defendant in a number of lawsuits at June 30, 1990. In the opinion of legal counsel, the ultimate resolution of these legal actions will not result in a material loss to the Town.

**TOWN OF BURLINGTON**
**TELEPHONE DIRECTORY**
**Effective July 9, 1990**

| DEPARTMENT | NEW NUMBER |
|---|---|
| TOWN OF BURLINGTON | |
| Information/Connecting | |
| All Departments | 270-1600 |
| Accounting | 270-1610 |
| Assessors | 270-1650 |
| Board of Health | |
| Public Health Nurse | 270-1957 |
| Sanitarian/Environmental Engineer | 270-1955 |
| Building Inspector | 270-1615 |
| Civil Defense | 270-1648 |
| Community Life Center | 270-1961 |
| Conservation Commission | 270-1655 |
| Council on Aging | 270-1950 |
| C.O.A. Lunch Order Line | 270-1952 |
| Dog Pound | 270-1698 |
| Fire | |
| Emergency/Ambulance | 272-2211 |
| Business | 270-1922 |
| Library | 270-1690 |
| Mini Bus Coordinator | 270-1965 |
| Planning Board | 270-1645 |
| Police | |
| Emergency | 272-1212 |
| Business | 270-1914 |
| TTY for the Deaf | 270-1913 |
| Public Works | 270-1670 |
| Cemetery | 270-1685 |
| Central Maintenance | 270-1678 |
| Engineering | 270-1640 |
| Garage | 270-1676 |
| Recreation | |
| Office | 270-1695 |
| Garage | 270-1697 |
| Selectmen | 270-1630 |
| School Department | 270-1800 |
| Burl. High School | 270-1800 |
| Fox Hill School | 270-1791 |
| Marshall Simonds | 270-1781 |
| Memorial School | 270-1721 |
| Pine Glen School | 270-1712 |
| Wildwood School | 270-1701 |
| Tax Collector | 270-1625 |
| Town Administrator | 270-1635 |
| Town Clerk | 270-1660 |
| Treasurer | 270-1620 |
| Veterans Agent | 270-1959 |

REFERENCE COPY
KEEP AT DESK

# ANNUAL REPORT

# OF THE TOWN OFFICERS OF

# BURLINGTON
# MASSACHUSETTS

YEAR ENDING
DECEMBER 31

# 1991

# ANNUAL REPORT
# OF THE TOWN OFFICERS OF

# BURLINGTON
# MASSACHUSETTS

YEAR ENDING
DECEMBER 31

# 1991

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## IN MEMORIAM

**Margaret R. Brunt**
Council on Aging

**James M. Hurley**
Town Meeting Member

**Edward F. Sarno**
School Department

**ANNUAL REPORTS**
**OF THE**
**TOWN OF BURLINGTON, MA**
**1991**

A part of Woburn in 1642, a Woburn Precinct as of 1730.

Burlington was incorporated as a Town, February 28, 1799.

Population as of January 1991: 22,810

Area of Town — 7,577 acres or 11.88 square miles

| | | |
|---|---|---|
| Tax rate FY92- | RESIDENTIAL: | $10.30 |
| | COMMERCIAL: | $22.60 |

Elevation at Town Hall — 220 feet above sea level

| | |
|---|---|
| GOVERNOR: | William F. Weld<br>State House<br>Boston, Ma 02133 |
| U.S. SENATORS: | Edward M. Kennedy<br>John F. Kennedy Federal Bldg., Suite 409<br>Boston, Ma 02203 |
| | John F. Kerry<br>Transportation Bldg., Suite 3220<br>10 Park Plaza<br>Boston, Ma 02116 |
| CONGRESSMAN:<br>7th DISTRICT | Edward J. Markey<br>5 High Street, Suite 101<br>Medford, MA 02155 |
| COUNCILLOR:<br>6th DISTRICT | Daniel G. Hurley<br>State House, Room 184<br>Boston, Ma 02133 |
| STATE SENATOR:<br>4th MIDDLESEX | Robert A. Havern<br>State House, Room 506<br>Boston, Ma 02133 |
| REPRESENTATIVE<br>23 MIDDLESEX | Marianne Brenton<br>State House, Room 443<br>Boston, Ma 02133 |

## TOWN GOVERNMENT SCHEDULE

| | |
|---|---|
| Board of Selectmen | —Meets the second and fourth Mondays of the month, Burlington High School, 7:00 p.m. |
| Planning Board | —Meets the first and third Thursdays of the month, Human Services Center, 7:00 p.m. |
| School Committee | —Meets the second and fourth Tuesdays of the month, School Committee Rm., High School, 7:30 p.m. |
| Conservation Commission | —Meets the second and fourth Thursdays of the month, Human Service Center, 7:30 p.m. |
| Board of Assessors | —Meets the third Thursday of the month, Town Hall, 1:00 p.m. |
| Board of Health | —Meets the second and fourth Tuesdays of the month, Human Service Center, 7:30 p.m. |
| Board of Appeals | —Meets the first and third Tuesdays of the month, Human Service Center, 8:00 p.m. |
| Library Trustees | —Meets on the second Wednesday of the month, Library, 7:30 p.m. |
| Burl. Community Life Center | —Meets on the second Thursday of the month, Human Services Center, 8:00 p.m. |
| Recreation Commission | — Meets on the second and fourth Mondays, Human Services Center, 7:00 p.m. |
| Housing Authority | —Meets on the first Tuesday of the month, Tower Hills Apts., 6:30 p.m. |
| Town Meeting | —Meets January, May (annual), and September, Fogelberg Auditorium, Burlington High School, 7:30 p.m. |

All other scheduled board/committee meetings are posted at Town Hall.

## TOWN HALL SCHEDULE

Open Daily: All offices, 8:30 a.m.-4:30 p.m., Monday thru Friday

| | | | |
|---|---|---|---|
| Town Clerk: | 9:00 a.m. | — | 12:00 noon 1st and 3rd Saturdays (except holiday weekends and summer) |
| extended hours | 4:30 p.m. | — | 6:30 p.m. 2nd & 4th Thursdays of the month |

Nurse: Walk-in Clinic 2nd and 4th Thursdays from 3:30 p.m.-6:30 p.m. at Human Services Center

# TOWN OF BURLINGTON
Inter-office Correspondence

92-220
NO.
5/5/92
DATE

FROM: David W. Owen
Town Administrator

TO: Department Heads, Boards & Commissions

SUBJECT: SUB-COMMITTEE APPOINTMENTS

At the Selectmen's meeting last evening, Richard Wilde, Chairman of the Board of Selectmen, assigned the Selectmen to the following sub-committees:

| | | |
|---|---|---|
| Joseph Impemba | - | Police & MAPC |
| Ted Ferguson | - | Human Services & Building Department |
| George Judge | - | DPW & Southside Contamination |
| Robert Marrano | - | Fire & Middlesex Community College |
| Richard Wilde | - | Lahey Clinic & Burlington Business Roundtable |

aw
cc: Selectmen

# ELECTED OFFICIALS

| | | | |
|---|---|---|---|
| Town Clerk | | | |
| | Jane L. Chew | 7 Winn Valley Dr. | 1996 |
| Moderator | | | |
| | Thomas F. Murphy | 3 Lexington St. | 1992 |
| Selectmen | | | |
| | John H. Leahy, Chr. | 81A Bedford Street | 1992 |
| | Richard C. Wilde | 1A Marion Rd. | 1992 |
| | Charles T. Ferguson | 12 Central Ave. | 1993 |
| | Joseph A. Impemba | 14 Carol Ave. | 1994 |
| | George L. Judge, Jr. | 6 Spring Valley Rd. | 1994 |
| Treasurer | | | |
| | Brian P. Curtin | 3 Lee Ave. | 1992 |
| Planning Board | | | |
| | Francis J. Taft | 12 Ganley Dr. | 1992 |
| | John DeFrancesco | 50 Westwood St. | 1992 |
| | Peter Coppola | 2 Garrity Rd. | 1993 |
| | John D. Kelly, Chr. | 14 Oxbow Ln. | 1994 |
| | Ernest Covino | 1 Marvel Ave. | 1995 |
| | Paul Raymond | 1 Dorothy Rd. | 1995 |
| | Alfred D. Laing | 1 Irene St. | 1996 |
| School Committee | | | |
| | Lucy M. Damiani, Chr. | 7 Hearthstone Dr. | 1992 |
| | Donald J. Muse | 21 Davida Rd. | 1992 |
| | John L. Vanella | 8 Pearson Circle | 1993 |
| | John D. Mooney | 4 Richard Rd. | 1993 |
| | John E. Fogelberg | 214 Winn St. | 1994 |
| Assessors | | | |
| | John W. Dillon, Chr. | 6 Goodwin Dr. | 1992 |
| | Neil G. Sheehan | 64 Macon Rd. | 1993 |
| | Timothy Cosgrove | 56 Beaverbrook Rd. | 1994 |
| Board of Health | | | |
| | Philip Pollicelli | 3 Gayland St. | 1992 |
| | Edward J. Weiner, Chr. | 43 Freeport Dr. | 1992 |
| | Glenn A. Kemper | 7 St. Marks Rd. | 1993 |
| | Joan M. Ghio | 10 Deaborn Rd. | 1994 |
| | Jane M. Richard | 407 Cambridge St. | 1994 |
| Housing Auth. | | | |
| | Robert Matarazzo | 9 Overlook Rd. | 1992 |
| | Samuel J. Roberto | 4 Dennis Dr. | 1993 |
| | Joseph J. Arena, Chr. | 10 Moss St. | 1994 |
| | Sheila E. Howard (Appt.) | 11 Gloria Circle | 1994 |
| | M. Harrison Graham | 19 Bedford St. | 1996 |
| Recreation Comm. | | | |
| | Mark Sherwood | 74 Lexington St. | 1992 |
| | Ed Schuler, Chr. | 20 Tinkham Ave. | 1993 |
| | Peter Coppola | 2 Garrity Rd. | 1993 |
| | John Vanella | 8 Pearson Circle | 1993 |
| | Phillip A. Gallagher | 8 Corcoran Rd. | 1994 |
| Library Trustees | | | |
| | Amy Warfield, Chr. | 56 Skilton Ln. | 1992 |
| | Richard Radtke | 3 Jackson Rd. | 1992 |
| | Julie Michutka | 75 Lexington St. | 1993 |
| | Timothy Braceland | 9 Partridge Ln. | 1993 |
| | Dr. Richard Lewis, Chr. | 92 Drake Rd. | 1994 |
| | Karen M. Arnold | 29 So. Bedford St. | 1994 |

| | | | |
|---|---|---|---|
| Shawsheen Tech | | | |
| | Alfred J. Verrier | 12 Mohawk Rd. | 1993 |
| | John P. Miller | 1 Holden Ave. | 1994 |
| Constable (1st) | | | |
| | James A. Russo | 18 Leroy Dr. | 1992 |
| Constable (2nd) | | | |
| | Anthony J. Saia | 27 Alcine Ln. | 1992 |

## TOWN MEETING MEMBERS

| | | | |
|---|---|---|---|
| A | Robert P. Marrano | 1992 | |
| A | Charles J. White | 1992 | |
| A | Suzanne Trousil | 1992 | |
| A | Gilbert Napoleon | 1993 | |
| A | Carol A. Casey | 1993 | |
| A | James C. Harrison | 1993 | |
| A | Diane S. Nolan | 1994 | Resigned 9/12/91 |
| A | C. Joseph Brown | 1994 | |
| A | Francis E. Redfern | 1994 | |
| A | Michelle Trousil | 1994 | Appt. till '92 |
| B | Margaret Merlesena | 1992 | |
| B | Eleanor N. O'Connell | 1992 | |
| B | Margaret Scott | 1992 | |
| B | Robert D. Peters | 1993 | |
| B | Carol D. Crosby | 1993 | |
| B | Frederick J. Crosdale Jr. | 1993 | |
| B | Lawrence R. Benassi | 1994 | |
| B | Patricia M. Hussar | 1994 | Write-in |
| B | William C. Beyer | 1994 | |
| B | Steven H. Weiner | 1994 | Appt. till '92 |
| B | Janis A. Giles | 1994 | Appt. till '92 |
| B | Thomas L. Callahan | 1994 | |
| C | David Colantuoni | 1992 | |
| C | Miriam R. Kelly | 1992 | |
| C | Michael W. Grady | 1992 | |
| C | Carl M. Christiansen | 1993 | |
| C | Lucy A. Bramanti | 1993 | |
| C | Richard F. Gerrity | 1993 | |
| C | Guy J. DeFilippo | 1994 | |
| C | William V. McNamara | 1994 | |
| C | Ann Louise McNamara | 1994 | |
| D | Robert Gouveia | 1992 | |
| D | Ruth Danielson | 1992 | |
| D | Anne Rowe | 1992 | |
| D | Elliot J. Chikofsky | 1993 | |
| D | Louis P. Rubino | 1993 | |
| D | Stella M. Peters | 1993 | |
| D | Mabel A. Nevins | 1994 | |
| D | Mildred J. Nash | 1994 | |
| D | Thomas F. Murphy, Jr. | 1994 | |

| | | | |
|---|---|---|---|
| E | James M. Hurley | 1992 | Deceased 5/91 |
| E | David J. Ghio | 1992 | Dist. K eff. '92 |
| E | Frances Heartquist | 1992 | |
| E | Gene J. Rossi | 1992 | Appt. Till '92 |
| E | Brian McSweeney | 1993 | |
| E | Elaine I. Zuccaro | 1993 | |
| E | Stephen G. Marchese | 1993 | |
| E | Albert L. Fay Jr. | 1994 | |
| E | Anne P. Coady | 1994 | |
| E | Charles J. McLean | 1994 | |
| E | Kevin J. Sullivan | 1994 | |
| | | | |
| F | James Shea | 1992 | |
| F | Martha M. Shea | 1992 | |
| F | Roderick Arsenault | 1992 | |
| F | Daniel J. Coughlin | 1993 | |
| F | Susan Stamm | 1993 | |
| F | James G. Dolan | 1993 | |
| F | Janet M. Towers | 1994 | |
| F | Gary L. Brown | 1994 | |
| F | Edward A. Malone | 1994 | |
| F | Gary H. Ruping | 1994 | Dist. A eff. 8/91 |
| | | | |
| G | James J. Dion | 1992 | |
| G | James J. Dion, Jr. | 1992 | |
| G | Maureen Murray | 1992 | |
| G | Auralie P. Slowey | 1993 | |
| G | Phyllis LaMarca | 1993 | |
| G | Jane Gagnon | 1993 | |
| G | Virginia M. Igo | 1994 | |
| G | Douglas J. Hyde | 1994 | |
| | | | |
| H | Betty M. Bullock | 1992 | |
| H | George R. Cooper | 1992 | |
| H | John Worsham | 1992 | |
| H | Ellen Marie Ferguson | 1993 | |
| H | Karen Cooper | 1993 | |
| H | Steven J. Webb | 1993 | |
| H | Joan B. Hastings | 1994 | |
| | | | |
| J | Robert Paulsen | 1992 | |
| J | Richard P. Burkhart | 1992 | |
| J | Patricia A. Tobin | 1992 | |
| J | Kenneth R. Forte | 1993 | |
| J | Neil Sheehan | 1993 | Resigned 4/91 |
| J | Jane M. Richard | 1993 | Resigned 4/91 |
| J | Joanne L. Kinchla | 1993 | Appt. till '92 |
| J | Barbara J. Reid | 1993 | Appt. till '92 |
| J | Patricia J. Angelo | 1994 | |
| J | Hope M. Paulsen | 1994 | |
| | | | |
| K | Mary Louise Rutherford | 1992 | |
| K | Patrick Rutherford | 1992 | |
| K | Karen A. Richardson | 1992 | |
| K | Charles Rose | 1993 | |
| K | Victoria D. Leary | 1993 | |

| | | |
|---|---|---|
| K | Kenneth J. Rush Jr. | 1993 |
| K | Kevin B. McKelvey | 1994 |
| K | Patricia A. Stanford | 1994 |
| K | Mark R. Schultz | 1994 |
| | | |
| L | Donald A. McGillivray | 1992 |
| L | Paula McGillivray | 1992 |
| L | Robert T. Goodwin | 1992 |
| L | William F. Callahan | 1993 |
| L | Marlene F. Rittenberg | 1993 |
| L | Harold Leeman | 1993 |
| L | Brian J. McSweeney III | 1994 |
| L | Marie Soda | 1994 |
| | | |
| M | Barbara A. Brennan | 1992 |
| M | Glenn Saidah | 1992 |
| M | Robert Carroll | 1992 |
| M | Robert J. Macdonald | 1993 |
| M | John E. Hickey | 1993 |
| M | Kerri Anne Mooney | 1993 |
| M | Channing L. Entwistle | 1994 |
| M | Gary J. Gianino | 1994 |
| M | Marie R. Saia | 1994 |

# APPOINTED OFFICIALS

| | | | |
|---|---|---|---|
| **Board of Appeals** | | | |
| | Vacant | | 1st Alt. |
| | Carl G. Giannelli | 1992 | |
| | John J. Leary | 1992 | 2nd Alt. |
| | Franklin E. Pierce | 1993 | |
| | Mario Culot | 1994 | |
| | Arthur Ferreira | 1995 | Res. Nov. 1991 |
| | Edwin P. Kiley | 1995 | Appt. to vacancy |
| | Jayne Hyde, Chr. | 1996 | |
| **Board of Registrars** | | | |
| | Stephen Zimmerman | 1992 | Resigned 7/91 |
| | Harold Hammond | 1992 | Appt. to vacancy |
| | Patricia A. Larson | 1993 | |
| | Robert J. Macdonald | 1994 | |
| | Jane L. Chew | 1996 | |
| **Capital Budget** | | | |
| | Ken Rush | 1992 | |
| | Marlene Rittenberg | 1992 | |
| | Gary L. Brown | 1993 | |
| | Gil Napoleon | 1993 | |
| | Patrick Rutherford | 1994 | |
| | Glen Saidah | 1994 | |
| | Kevin McKelvey | 1994 | |
| **Ways & Means** | | | |
| | George R. Cooper | 1992 | |
| | Michael T. Sokolski | 1992 | Resigned 1991 |
| | Harold D. Hammond | 1992 | |
| | John F. Cunningham | 1992 | |
| | John T. Lyons | 1992 | |
| | Michael J. Gilberti Jr | 1992 | Appt. to vacancy |
| | Frank Baxter | 1993 | |
| | Frances Heartquist | 1993 | |
| | Gary Gianino | 1993 | |
| | Lawrence Rittenberg | 1993 | |
| | Daniel J. Coughlin | 1993 | |
| | Robert Marrano | 1994 | |
| | David J. Ghio | 1994 | |
| | Joan Hastings | 1994 | |
| | Roberta Mills | 1994 | |
| | Sandra W. Madigan | 1994 | |
| **Conservation Comm.** | | | |
| | Constance McElwain | 1992 | |
| | Stanley Murphy | 1992 | |
| | John A. Crosby | 1992 | |
| | Catherine LeBlanc, Chr | 1993 | |
| | Valorie Tobias | 1993 | |
| | Larry Cohen | 1994 | |
| | Cynthia L. Burkhart | 1994 | |
| **Council on Aging** | | | |
| | Jane A. Leboda | 1991 | Res. 4/91 |
| | Mary McBay | 1992 | |
| | Margaret Brunt | 1992 | Deceased 1991 |
| | Mary Smith | 1992 | Alt. |
| | Jane Skelton | 1992 | Alt. |
| | Paula Torti | 1992 | Alt. |
| | William McNamara | 1993 | |

| | | | |
|---|---|---|---|
| | Winifred E. Enos | 1993 | |
| | John E. Fogelberg, Chr | 1994 | |
| | Eleanor Bonfanti | 1994 | |
| | Eleanor Browne | 1994 | |
| Historical Comm. | | | |
| | Norman B. Biggart | 1992 | |
| | Suzanne J. Trousil | 1992 | Appt. to vacancy |
| | Ammee L'Heureux | 1992 | |
| | Robert E. Davis | 1992 | |
| | Pauline R. Keans | 1993 | |
| | Christine K. Keans | 1993 | Resigned 10/91 |
| | Carol Soares O'Hearn | 1993 | Appt. to vacancy |
| | Christine Monaco | 1994 | |
| BCLC | | | |
| | Betty Murphy | 1992 | |
| | Terry Bishop | 1992 | |
| | Barbara Ryan | 1992 | |
| | Michael Howard | 1992 | |
| | Mary Cochran | 1992 | |
| | Fr. John R. Crispo | 1993 | |
| | M. Viola LeBlanc | 1993 | |
| | Ellen Cox | 1993 | |
| | Joanne Fitzpatrick | 1993 | |
| | Russell Petersen | 1993 | |
| Bylaw Review Comm. | | | |
| | Louis P. Rubino | 1992 | |
| | Glenn Saidah | 1992 | |
| | Charles J. McLean | 1992 | |
| | Patricia A. Stanford | 1992 | |
| | Steven J. Webb | 1992 | |

**APPOINTED OFFICIALS**

| | | |
|---|---|---|
| Town Administrator | David W. Owen | |
| Town Accountant | Patrick J. Mullin | |
| Appraiser/Asst. Assessor | Russell H. Washburn | |
| Fire Chief | Paul L. Thibault, Jr. | |
| Police Chief | William R. Soda | |
| Supt. Public Works | Syamal N. Chaudhuri | |
| Building Inspector | Frank R. Moran | |
| Town Engineer | Pete G. Peters | |
| Admin. Assist. Bd. of Selectmen | Phyllis M. Rogers | |
| Environmental Engineer | Todd Dresser | |
| Planning Director | Terry Szold | |
| Conservation Administrator | Brian J. Monahan | |
| Library Director | Marcia Rich | |
| Director of Veterans Services | Ronald MacKenzie | Thru 11/11/91 |
| | William J. Lewis | Eff. 11/4/91 |
| Assistant Town Clerk | Eleanor M. Gelinas | |
| Civil Defense Director | Stephen Duke | |
| Burlington Comm. Life Ctr. Dir. | Wesley Simons | |
| Recreation Director | Donald Roberts | |
| Health Agent/Sanitarian | Brian Lockard | |
| Council on Aging Coordinator | Jeanne Garrett | |
| BHA Executive Director | Lillian Buckley | |
| Sealer of Weights & Measures | Alfred D. Laing | |
| Animal Control Officer | Denise Bubar | |
| Metro. Area Planning Council | Frank E. Baxter | |
| Town Counsel | Kopelman and Paige, P.C. | |
| Labor Counsel | Philip Collins | |

# TOWN CLERK

The Town Clerk's Department is responsible for a wide variety of municipal and intergovernmental services. Municipal services represent direct services to the public and accounts for 59% of staff time. Intergovernmental Services represent indirect and internal services accounting for 41% of staff time.

Each year, this department maintains records of daily transactions conducted via in-coming calls, mail, and over the counter business. The data collected during 1991 indicates that the number of transactions ranged from 55 to 372 per day for an average of 122/day, 610/week, 2,516/month and 30,196/year.

The Town Clerk's Department consists of 2 full-time and 2 part-time personnel (includes the Board of Registrars) resulting in staff time of approximately 22 hours/day. On the average, thirteen (13) of those hours are spent on Municipal Services and nine (9) hours on Intergovernmental Services as follows:

**Municipal Services (59%)**

| | | (*) | |
|---|---|---|---|
| 1) | Census/Voter | (50) | 20% |
| 2) | Vital Records | (15) | 12% |
| 3) | Recordings | (12) | 8% |
| 4) | Licenses | (17) | 9% |
| 5) | General | (20) | 6% |
| 6) | Public Records | (8) | 4% |

**Intergovernmental Services (41%)**

| | | |
|---|---|---|
| 1) | Elections | 9% |
| 2) | Town Meetings | 5% |
| 3) | Administration | 17% |
| 4) | Personnel | 3% |
| 5) | Budgets | 2% |
| 6) | Records Management | 5% |

*Average number of daily transactions via phone, mail, counter.

## FINANCIAL DATA

| | | | | | Expenditures | |
|---|---|---|---|---|---|---|
| **Municipal Services** | | | **Revenues** | **Salaries** | **Expenses** | **Total** |
| 1) | Census/Voter | = | $243 | $18,111 | $4,208 | $22,519 |
| 2) | Vital Records | = | 20,903 | 10,987 | 100 | 11,087 |
| 3) | Recordings | = | 12,593 | 7,325 | - | 7,325 |
| 4) | Licenses | = | 33,025 | 8,240 | 100 | 8,340 |
| 5) | General | = | 1,946 | 5,493 | 125 | 5,618 |
| 6) | Public Records | = | 2,924 | 3,662 | 2,550 | 6,212 |
| | Sub-total | | $71,634 | $54,018 | $ 7,083 | $61,101 |
| | | | | (59%) | (19%) | (47%) |
| **Intergovernmental** | | | **Revenues** | **Salaries** | **Expenses** | **Total** |
| 1) | Elections | = | N/A | $ 8,240 | $26,305 | $34,545 |
| 2) | Town Meeting | = | " | 4,578 | - | 4,578 |
| 3) | Administration | = | " | 15,565 | 995 | 16,560 |
| 4) | Personnel | = | " | 2,747 | - | 2,747 |
| 5) | Budgets | = | " | 1,831 | - | 1,831 |
| 6) | Records Mgmt. | = | " | 4,578 | 3,000 | 7,578 |
| | Sub-Total | = | " | $37,579 | $30,300 | $67,839 |
| | | | | (41%) | (81%) | (53%) |
| | Grand Total | = | $71,634 | $91,557 | $37,383 | $128,940 |

*Does not include fees collected for site plans, special permits, variances or subdivisions.

**FY92 Budgets:**

| **Department** | **Salaries** | **Expenses** | **Total** |
|---|---|---|---|
| Town Clerk | $83,093 | $29,275 | $112,368 |
| Registrars | $8,464 | $8,108 | $16,572 |
| Totals | $91,557 | $37,383 | $128,940 |
| Revenues = | (78%) | (192%) | (56%) |

## FEES COLLECTED

| Category | Amount |
|---|---|
| Dog Licenses/Fines | $24,513 |
| *Fish/Game | 203 |
| Business Certificates | 7,009 |
| Marriage Licenses | 3,450 |
| Certified Copies: Births | 1,517 |
| Marriages | 1,359 |
| Deaths | 14,577 |
| Uniform Commercial Code Filings | 12,113 |
| Public Records (lists/databases) | 1,316 |
| By-Laws/Maps | 1,608 |
| Professional Registrations | 820 |
| Voter Identification Cards | 243 |
| Raffle/Bazaar Permits | 120 |
| Pole/Conduit Recording | 480 |
| Gas Permits | 360 |
| Non-Criminal Fines | 1,880 |
| Miscellaneous | 66 |
| Total | $71,634 |

*$7,451 collected for State

Number of Dogs Licensed: 1,858

# VITAL STATISTICS

### BIRTHS

| | Total | Jan. | Feb. | Mar. | Apr. | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec.* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Total | 238 | 25 | 19 | 32 | 14 | 28 | 19 | 26 | 22 | 23 | 13 | 13 | 4 |
| Male | 112 | 11 | 9 | 16 | 7 | 14 | 10 | 13 | 10 | 7 | 8 | 7 | — |
| Female | 126 | 14 | 10 | 16 | 7 | 14 | 9 | 13 | 12 | 16 | 5 | 6 | 4 |

### MARRIAGES

| | Total | Jan. | Feb. | Mar. | Apr. | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec.* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Total | 252 | 8 | 15 | 11 | 26 | 29 | 27 | 11 | 23 | 39 | 40 | 17 | 6 |
| 1st | 411 | 12 | 18 | 17 | 45 | 52 | 43 | 17 | 38 | 62 | 74 | 25 | 8 |
| 2nd | 81 | 2 | 9 | 5 | 7 | 5 | 9 | 5 | 8 | 14 | 6 | 7 | 4 |
| 3rd | 12 | 2 | 3 | — | — | 1 | 2 | — | — | 2 | — | 2 | — |

### DEATHS

| | Total | Jan. | Feb. | Mar. | Apr. | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec.* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Total | 479 | 38 | 49 | 48 | 35 | 27 | 38 | 45 | 41 | 38 | 43 | 38 | 39 |
| Male | 259 | 24 | 28 | 21 | 18 | 20 | 16 | 21 | 16 | 18 | 27 | 26 | 24 |
| Female | 220 | 14 | 21 | 27 | 17 | 7 | 22 | 24 | 25 | 20 | 16 | 12 | 15 |
| Res. | 104 | 8 | 11 | 16 | 6 | 9 | 10 | 8 | 5 | 8 | 13 | 5 | 5 |
| < 5 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5-15 | 2 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| 16-25 | 6 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 1 | 1 |
| 26-45 | 34 | 5 | 5 | 1 | 1 | 2 | 2 | 4 | 0 | 2 | 2 | 5 | 5 |
| 46-60 | 66 | 5 | 7 | 7 | 4 | 5 | 3 | 7 | 10 | 5 | 5 | 2 | 6 |
| 61-75 | 208 | 15 | 18 | 21 | 18 | 12 | 22 | 17 | 17 | 21 | 17 | 19 | 11 |
| 76-90 | 146 | 13 | 16 | 16 | 10 | 6 | 9 | 16 | 12 | 6 | 16 | 10 | 16 |
| > 90 | 16 | 0 | 0 | 2 | 2 | 2 | 2 | 1 | 1 | 3 | 3 | 0 | 0 |

### 10 YEAR PROFILE (Adjusted)

| | 1982 | 1983 | 1984 | 1985 | 1986 | 1987 | 1988 | 1989 | 1990 | 1991* |
|---|---|---|---|---|---|---|---|---|---|---|
| Births | 263 | 219 | 245 | 259 | 232 | 220 | 242 | 261 | 302 | 238 |
| Marriages | 256 | 261 | 260 | 253 | 277 | 240 | 246 | 235 | 240 | 252 |
| Deaths | 378 | 377 | 386 | 403 | 475 | 432 | 416 | 404 | 472 | 479 |

*Received through 1/9/92

# VOTING STATISTICS

**Votes Cast**

| Town Election | Prec. 1 | Prec. 2 | Prec. 3 | Prec. 4 | Prec. 5 | Prec. 6 | Total |
|---|---|---|---|---|---|---|---|
| 1982 | 1506 | 1116 | 1274 | 1310 | | | 5206 |
| 1983 | 1443 | 1140 | 1239 | 1149 | | | 4971 |
| 1984 | 1327 | 959 | 1108 | 1062 | | | 4456 |
| 1985 | 1554 | 997 | 1262 | 1126 | | | 4939 |
| 1986 | 1100 | 770 | 942 | 781 | | | 3593 |
| 1987 | 1318 | 791 | 974 | 968 | | | 4051 |
| 1988 | 380 | 362 | 497 | 387 | 392 | 441 | 2459 |
| 1989 | 658 | 425 | 587 | 540 | 510 | 577 | 3297 |
| 1990 | 998 | 833 | 1058 | 807 | 942 | 1048 | 5686 |
| 1991 | 929 | 695 | 886 | 755 | 848 | 937 | 5050 |
| **Referendum 1985** | 1492 | 1224 | 1361 | 1277 | | | 5354 |
| **Referendum 1991** | 1234 | 1338 | 1108 | 770 | 930 | 1093 | 6473 |
| **PRESIDENTIAL PRIMARY** | | | | | | | |
| March 1984 | 797 | 565 | 656 | 716 | | | 2734 |
| March 1988 | 668 | 669 | 775 | 612 | 669 | 759 | 4152 |
| **STATE PRIMARY** | | | | | | | |
| September 1982 | 1812 | 1315 | 1493 | 1477 | | | 6097 |
| September 1984 | 1314 | 980 | 1056 | 1064 | | | 4414 |
| September 1986 | 1395 | 978 | 1204 | 1287 | | | 4864 |
| September 1988 | 106 | 141 | 145 | 128 | 150 | 125 | 795 |
| September 1990 | 1186 | 1177 | 1226 | 1028 | 1081 | 1159 | 6857 |
| **STATE/PRES. ELECTION** | | | | | | | |
| November 1982 | 2567 | 2057 | 2105 | 2200 | | | 8929 |
| November 1984 | 3407 | 2664 | 2657 | 2804 | | | 11532 |
| November 1986 | 2298 | 1770 | 1884 | 2069 | | | 8021 |
| November 1988 | 2051 | 1981 | 2157 | 1841 | 1814 | 2025 | 11869 |
| November 1990 | 1921 | 1958 | 2021 | 1677 | 1737 | 1908 | 11222 |

**POPULATION/REGISTERED VOTERS**

| Year | Population(Jan.) | Registered Voters(March) |
|---|---|---|
| 1982 | 23,622 | 13,093 |
| 1983 | 23,457 | 12,734 |
| 1984 | 23,003 | 12,005 |
| 1985 | 22,981 | 13,650 |
| 1986 | 23,032 | 13,016 |
| 1987 | 22,278 | 11,758 |
| 1988 | 22,148 | 12,440 |
| 1989 | 22,560 | 12,813 |
| 1990 | 22,662 | 12,368 |
| 1991 | 22,810 | 13,139 |

**TOWN MEETINGS & ELECTIONS**

See Page 89

Respectfully submitted,
Jane L. Chew, CMC
Town Clerk

# BOARD OF SELECTMEN



**Board of Selectmen - Joseph a. Impemba, George L. Judge, Chas . T. Ferguson, Chmn. John H. Leahy, Jr., Richard Wilde**

## 1991 HIGHLIGHTS

### Overview

1991 was a trying year, not just for the Board of Selectmen, but for the community of Burlington in general. Several knotty issues, such as the proposed Winn Street widening and the Veterans' Director appointment, stirred public controversy and debate. In addition, the economic recession continued to take its toll and contributed to mounting pressure to hold the line, if not scale back, on the costs of providing Town services. Notwithstanding these difficulties, the Selectmen recorded a number of achievements during the year and made progress on some long-term issues.

### New Selectmen

The April Town elections resulted in two changes on the Board, one familiar face and the other a new one. George L. Judge, a former Selectman who served on the Board from 1970 to 1973, was elected to a new 3-year term. Also, newcomer Joseph A. Impemba won a seat on the Board. Selectmen Judge and Impemba fill vacancies left by former Selectman Phillip Gallagher, who left the Board after serving two terms, from 1984 to 1991, and by Selectwoman Virginia Mooney, who completed a single 3-year term.

### Recreation Wing of Human Services Center Completed

Nearly three years after the devastating fire which gutted the Recreation Wing and heavily damaged the rest of the Center School building, the recreation wing was substantially complete at year's end. This culminates almost three years of dealing with insurance companies, insurance adjustors, architects, and contractors, all of which was entailed in restoring the building for its intended uses. Because the fire totally gutted the old gymnasium, the recreation wing is actually better than what the renovated old gym wing would have been. This is because, after the fire, the interior of the building was able to be reconfigured to better meet the needs of the Recreation Department and its users.

While the main wing and Kelly-Murray Wing (Senior Citizens' Center) of the Human Services Center have been occupied by Town Departments since July 1990, the Recreation Wing required considerably more time to restore as it was

virtually a total loss. The Recreation Department is anticipated to assume occupancy in its new quarters in early 1992. The experience Town officials garnered in dealing with this insurance settlement helped in dealing with two new fire losses incurred during the year, the fire at the High School and the Council of Aging van which was destroyed by fire.

**Ice Pallace Improvements**

While many preliminary steps toward acquiring the Ice Pallace occurred last year, the Town actually took possession of the property early this year. After gaining ownership of the facility, which the Town previously leased, the Selectmen entered into a management services agreement with Ice Pallace Management, Inc., a local not-for-profit organization, to operate and maintain the Ice Pallace on behalf of the Town. The Selectmen also established a Rink Oversight Committee to oversee and monitor the terms and conditions of the management services contract. This committee consists of Town Treasurer Brian Curtin, Recreation Director Don Roberts, Selectman Charles "Ted" Ferguson, High School Athletic Director Richard Verzone, Gary Brown from the Capital Budget Committee and David Ghio from the Ways & Means Committee.

After completing the acquisition of this property and putting the necessary management structure for it in place, the next priority was to undertake extensive renovations to upgrade the facility and its mechanical systems. Major components of these renovations included replacing the dasher boards, replacing compressors used in ice making, and general cleanup and painting. In addition, improvements on the site also had to be made, including fencing and parking. When all of this construction activity and improvements were completed, an Open House was held on June 19, 1991 to celebrate having this improved ice skating and hockey rink available to the community and its youth.

**Construction of New Police Station**

The May Town Meeting approved funding of $2,725,000 for the relocation and expansion of the Town's Police Station. This project involves moving the Police Department from its current cramped quarters at 23 Center Street to the Union School building at 45 Center Street. It will retain the historic Union School's presence on the Town Common, and a new 2-story addition to the rear of the building will accommodate the operations center, jail cells, sally port, pistol range, and other uses incompatible with a nearly 100 year old frame structure. The resulting new police station will provide Burlington with a state-of-the-art police station which meets all applicable standards and regulations, and which will meet Burlington's needs for many years to come.

The construction contract for the project was awarded in June 1991 and construction on the project actually commenced in August. It should be noted that, due to the condition of the economy, the Town enjoyed highly competitive bids for this project, resulting in approximately a 25% savings under previously estimated project costs. As of this writing, the contractor is making good progress on the project and it should be ready for occupancy by the Police Department by mid-year.

**Recycling**

The Town made significant progress in its recycling efforts during the year. The monthly recycling depository program on the second Saturday of each month in the High School parking lot continued, gaining greater community participation and acceptance. The Town also instituted a Christmas tree recycling program, in which Town crews picked up the trees at curbside and chipped them into mulch which can be used in Town projects.

A major new development in the recycling area was the establishment of a new Recycling Committee by the Selectmen. This committee is comprised of: Christine Monaco, Larry Cohen, Robert D. Peters, Andrew A. Prutsalis, James Quinn, Janet Towers, and Selectman George Judge. It was charged with developing recycling programs which will keep Burlington in compliance with the recycling regulations of the Massachusetts Department of Environmental Protection, which ban certain categories of solid waste being disposed of at landfills or incinerators by certain dates. The committee's first major initiative was creating a leaf collection and disposal program which was instituted in the Fall. Under this program, a separate collection of leaves was arranged, and these leaves were transported to a regional leaf composting facility in Melrose. This program was deemed successful by everyone involved, and it will undoubtedly be continued in some form.

In addition to recycling leaves, the Recycling Committee is studying ways for the Town to achieve comprehensive recycling of glass, cans, newspapers, plastics, and other solid wastes as required in the next few years by State regulations. The goal is to find cost-effective ways to meet these mandates.

**Disability Access Commission**

Another initiative of the Selectmen was to focus more attention upon the needs of the Town's disabled citizens. A new Disability Access Commission was formally established by the Town for this purpose during the year, after having been initially created as an ad-hoc committee by the Selectmen.

The Disability Access Commission will monitor the Town's compliance with state and federal requirements for the disabled. The new Americans with Disabilities Act (ADA), requires all local governments to provide access to all programs and services by certain dates. The Selectmen's first step in this direction was to move its own meetings out of the Town Hall's Main Hearing Room, which is not handicapped accessible, to the School Committee Meeting Room at the High School. The Selectmen also requested all other Town Boards and Committees which used the Town Hall Main Hearing Room to relocate their meetings to handicapped accessible locations. As a result, most Town Boards and Committees have moved their meetings to the Human Services Center.

Since its inception, the Disability Access Commission has undertaken an architectural survey of the handicapped accessibility of all Town buildings, including schools. Other actions being planned by the Commission in the coming year include conducting a community survey of all Burlington households to determine the needs of our disabled citizens and overseeing the conduct of departmental self-evaluations concerning accessibility of all Town programs and services. This will undoubtedly continue to be an area of major importance for the foreseeable future.

**Stream Cleaning Programs**

Another major accomplishment was the Stream Cleaning Program undertaken on a trial basis jointly by the Conservation Commission and the Department of Public Works. The institution of this program represented a compromise approach between these two departments which put to rest considerable internal wrangling about what can and what cannot be done to improve drainage and help prevent localized flooding problems. The resulting approach to stream cleaning consisted of adhering to the Conservation Commission's preference for hand cleaning of stream blockages and sedimentation in the most sensitive areas, but allowing some mechanized stream cleaning in those areas where the stream beds are large enough.

The stream cleaning program has been deemed successful in restoring more normal flows in the streams which received attention. It is hoped that the Town can institutionalize this program, so that each year a certain number of streams can be cleaned and nature's own drainage system can be restored. The major threat to this goal are those persons who throw all sorts of debris in the streams. To try to prevent this, the Town has given notice to abutters along the streams that have been cleaned of the Town's intent to increase its enforcement efforts to keep them clean.

**Hurricane Bob**

Among the year's surprises was the visit of Hurricane Bob to Burlington on August 19, 1991. This hurricane packed winds of 55-60 mph and heavy rains by the time it reached Burlington. The Town suffered the loss of many trees and limbs, some localized flooding, and power outages. The Town's Public Works, Public Safety, and Civil Defense personnel worked throughout the storm to maintain public services and safety, and demonstrated that the Town's emergency response capacity was certainly up to the challenge.

To assist residents in cleaning up after the storm, the Town funded a special collection of fallen trees and limbs, which quickly removed any traces of the storm. The Town applied for and received $59,690 in disaster relief funds from the Federal Government to help cover the Town's storm response costs.

**Winn Street Improvements**

Without question, the most controversial issue of the year was the proposed improvement of several Winn Street intersections. The May 1991 Town Meeting approved, at the Selectmen's request, the necessary land acquisitions and funds to permit the proposed Winn Street Traffic Safety Improvements Program to move forward toward implementation. This proposed project was the result of several years of study, and the Town had already appropriated and spent $278,000 to develop its design.

Nevertheless, residents exercised their right under the Town's Charter (Chapter 686 of the Acts of 1970) to challenge this decision by Town Meeting by referendum. A Special Election was called for this purpose on July 20th and a heated and often emotional election campaign ensued. When the votes were tallied, the project had been decisively defeated.

Given this outcome, the Board of Selectmen was faced with the prospects of either abandoning the proposed improvement of Winn Street entirely, or of trying to salvage some aspects of the proposed improvements. The Selectmen chose the latter option, and established the Winn Street Advisory Committee, whose members included representatives of Winn Street and the adjoining neighborhoods, and Town and State officials. The Committee's purpose was to seek whether it was possible to achieve some scaled-down compromise version of improvements to Winn Street that would satisfy both the project's critics and supporters. Toward that end, the Winn Street Advisory Committee met throughout the late summer and fall months.

At year's end, it appears that the Winn Street Advisory Committee is on the verge of agreeing upon a greatly reduced scope of improvements along Winn Street. The Massachusetts Department of Public Works has already indicated its support for this scaled-down plan, and has maintained its willingness to fully fund its construction if the Town will move forward with redesigning the project in a timely fashion. Thus, it appears that, barring any more unanticipated hurdles, the revised Winn Street project may be ready to go out for construction bids by this coming Fall. Hopefully, the referendum and the intensive process of consultation and negotiation that it led to will have resulted in better, less intrusive improvements to the Winn Street corridor.

**New Sludge Lagoons at Reservoir**

Another major project which was completed this year, with major benefits to Town residents, are the new water treatment sludge lagoons at the Mill Pond Reservoir. Until these lagoons were constructed, the residual sludge which results from the water treatment process was simply dumped back into the reservoir. This was leading to a situation where the Mill Pond Reservoir was being gradually filled in by these by-products of the water treatment plant. The new sludge lagoons permit the sludge resulting from the water treatment plant to be segregated and hauled away. The cost of this project was $871,109 of which $435,555 was covered by a grant from the Massachusetts Department of Environmental Protection.

**Financial Considerations**

This was a year in which many difficult financial decisions had to be made. Given the poor economy and cutbacks in state aid and other revenues, the Selectmen joined with the Ways and Means Committee in supporting a 1 1/2% budget guideline for most of their major departments, and 3% for some of the smaller departments. This resulted in several positions being abolished, including 4 in the Police Department (3 patrolmen and 1 clerical), 3 in DPW, and 1 in the Fire Department. These reductions in manpower were achieved through attrition, and enabled the Selectmen to keep their department's budgets well within the budget guideline.

The Selectmen also protected residents from the impact of a $750,000 increase in sewer rates assessed on the Town by the Massachusetts Water Resources Authority (MWRA). This increase in sewer rates was passed along to residents as part of the general tax levy, as opposed to water and sewer user fees. This maintains the deductibility of those amounts for homeowners against their federal income taxes.

**Summary**

As I near completion of my third 3-year term as a Selectman and my second consecutive term as this Board's Chairman, I want to take this opportunity to thank everyone who has made it possible for the Board to continue to fulfill its responsibilities under increasingly difficult circumstances. In particular, I thank my colleagues on the Board, our capable department heads and Town staff, and the many residents whose participation and input in the affairs of the Town makes local government possible. Most of all, I am pleased to report that, after nine years on the Board, I can finally state that the right turn lane onto Wilmington Road at Cambridge Street is complete, once and for all.

Respectfully submitted,

John H. Leahy, Jr. Chairman
Board of Selectmen

# TOWN ADMINISTRATOR

**PURPOSE:**

The Town Administrator is appointed by the Board Of Selectmen to serve as the Chief Administrative Officer(CAO) of the Town under their policy direction. His duties include fulfilling in the following capacities:

- Appointing Authority
- Personnel Manager
- Bargaining Agent
- Chief Procurement Officer
- Budget Officer



**David W. Owen, Town Administrator**

**1991 HIGHLIGHTS**

**OVERVIEW:**

1991 was a demanding year for your Town Administrator, who is nearing completion of his third year of service to the Town of Burlington. Insofar as it was a difficult year for the Board of Selectmen, so too was it a vexing year for the Town Administrator in trying to assist the board in dealing with thorny issues. Nevertheless, progress was achieved in several administrative areas affecting the Town's operations and finances, as described below.

**PERFORMANCE APPRAISAL SYSTEM**

A Performance Appraisal program was developed and instituted in the general Town Government Departments this year. The purpose of the Performance Appraisal program is to focus attention on the performance of Town employees, and to promote more and better communication between supervisors and employees concerning performance. A task force of department heads and other supervisory personnel met and worked with the Town Administrator over several months discussing approaches to and aspects of Performance Appraisal systems before coming to agreement on a Performance Appraisal instrument and policies governing its use.The recommendations developed by this task force served as the basis for implementing the Performance Appraisal Program.

After the Board of Selectmen voted to amend the Town's Personnel Rules and Regulations to incorporate these new policies concerning use of Performance Appraisal, a one-day training program was conducted for all department heads and supervisory personnel that would be using the system. This training workshop served as the kick-off for this new program, and provided the participants the opportunity to practice using the system in a

number of role play situations. While this new Performance Appraisal system was instituted unilaterally to cover non-union employees, such as those in the Professional and Administrative Salary Plan and those working less than 20 hours per week, its expansion to include employees in the various unions requires collective bargaining on the subject. Fortunately, an agreement was struck with two barbaining units represented by AFSCME, the DPW workers and Burlington Municipal Employees Association (BMEA), to try the Performance Appraisal program on a trial basis. Discussions with the other bargaining units about performance appraisal are in process. Ultimately, it is hoped to have some form of performance appraisal in use by all Town Departments.

I want to take this opportunity to recognize and thank those department heads and supervisory personnel who participated in the Performance Appraisal Task Force who helped bring the Performance Appraisal program to fruition. They include: Recreation Director Don Roberts, Planning Director Terry Szold, Conservation Administrator Brian Monahan, Police Captain Barry Solomon, Assistant Fire Chief Leo Pouliot, and former Library Director Geraldine Guentner.

**9-1-1 SERVICE INSTITUTED**

Your Town Administrator noted the lack of basic 9-1-1 service soon after starting work in Burlington, and made obtaining 9-1-1 service a top priority for the Police and Fire Departments. Last year a new Town-wide Centrex Telephone System was installed, tieing together all Town Departments in a unified telecommunications system for the first time. Building upon that success and the expertise garnered in dealing with telecommunications issues, a second major step was taken this year with the institution of Emergency 9-1-1 service for nearly all Burlington residents.

Also, the State Legislature adopted a law which will make Enhanced 9-1-1 services available to all communities in the Commonwealth, subject to local adoption. Town Meeting accepted these provisions at the May 1991 Town Meeting. Under the terms of this law, New England Telephone will be providing free Enhanced 9-1-1 service to Massachusetts municipalities in exchange for charging for excessive directory assistance calls.

Enhanced 9-1-1 is really a quantum leap in emergency service communications. Instead of simply getting your call directed to the Police and Fire Departments as provided by Basic 9-1-1, emergency service dispatchers will simultaneously receive information on their computer terminals about the address and telephone number the call is coming from, as well as any information that may be available about special fire hazards (i.e.hazardous materials) or health problems of residents at the address. However, to get all that information into a computer's data base requires extensive double-checking and verification. Burlington's public safety, building, and engineering staff are now in this process of verifying all the street names and addresses in town. Inasmuch as it may be 2 or 3 years before Enhanced 9-1-1 service becomes a reality, Basic 9-1-1 will continue to play a vital role in our emergency services in the meantime.

**VETERANS DIRECTOR APPOINTMENT**

A new Director of Veterans' Services was appointed by the Town Administrator this year, after his reappointment of incumbent Veterans' Director Ronald MacKenzie was rejected by a majority of the Board of Selectmen. After an extensive recruitment and interviewing process in which 40 applicants vied for the position, William Lewis, a Burlington resident, was appointed to that position.

Mr. Lewis is a Korean War-era veteran who served in both the Army and the Navy. In addition to a distinguished career in the private sector, Mr. Lewis remained actively involved in veterans' affairs, and has held office in statewide veterans organizations. Since his appointment, Mr. Lewis has also accepted responsibility for other activities, such as acting as staff liaison to the Disabilities Access Commission.

**HEALTH INSURANCE CHANGES**

A major administrative accomplishment was achieved this year when a coalition of 12 unions agreed with the town administration to make changes in the types of health insurance coverage provided to Town employees. The need to make such changes was necessitated by the decision of Blue Cross/Blue Shield to cancel its indemnity health insurance program for the Town of Burlington due to declining employee participation. Because State law forbids unilateral changes in the health insurance coverage of unionized employees without collective bargaining, the coalitional bargaining approach was utilized to negotiate with all 12 unions (representing both School and Town departments) at one time.

As a result of this successful coalitional bargaining process, a number of changes were made in the provision of health insurance for Town employees which should save the Town money in the long run. These include waiving the requirement of an indemnity health insurance program, and adding a third Health Maintenance Organization (HMO) option for Town employees with Harvard Community Health Plan, which now has a facility in Burlington. As a consequence of this negotiated agreement, the Town now has the distinction of being one of the few Massachusetts municipalities offering only HMO coverage for its employees.

Both Town Treasurer/Tax Collector Brian Curtin and Town Accountant Patrick Mullin deserve much of the credit for the successful outcome of these negotiations.

## EARLY RETIREMENT INCENTIVE PROGRAM

Recognizing that the Town's increasingly tight financial constraints might require lay-offs if staffing levels were not reduced, an Early Retirement Incentive Program was developed and implemented to help induce employee attrition. This program was modeled after successful early retirement incentive programs offered by other Massachusetts municipalities. It recognized that the need to reduce staffing levels is a Town-wide problem, and thus was made available to School Department employees as well as general government employees.

The January 1991, Town Meeting approved funding $100,000 for the program. The program was well received by Town employees, with 17 employees applying for it. With its limited funding, the program was only able to accept 11 persons for the early retirement incentive. Of these 11 employees opting for early retirement, 7 were School Department employees. Six of the positions were replaced due to staffing requirements, but such replacements were generally at lesser salaries, so that the Town still realized a cost savings in those instances. The Early Retirement Incentive Program resulted in saving the Town over $200,000 in salary costs in FY '92, and made the achievement of stringent budget guidelines much less painful to many Town Departments.

Given the continuing bleak financial prospects for the coming year, it is planned to offer the Early Retirement Incentive Program again next year. It is hoped that this program, coupled with normal employee attrition, will lead to sufficient staff reduction to avoid forcible lay-offs in Town departments.

It is important to note that the Town has already achieved a reduction of 21 full-time positions since our peak employment period in 1990.

## SUMMARY

I want to express my appreciation to all those folks whose support and assistance makes it possible for your Town Administrator to continue to deal with and make progress on the multitude of issues confronting the Town with special thanks to the Board of Selectmen; to department heads, supervisors, and employees; to the dedicated members of the various Town boards and committees; and to the many residents who have called me or written to me during the past year. I hope that I can count on their continuing cooperation and support in the coming year.

Respectfully submitted,
David W. Owen
Town Administrator

# TOWN COUNSEL

The year 1991 was a very active year for Town Counsel. In addition to rendering numerous legal opinions, approving contracts as to form, and meeting with the Board of Selectmen and various other Boards, Town Counsel has been handling a number of significant law suits on behalf of the Town.

The Charles George Trucking case continues to be the most significant case involving the Town. As I reported last year, the Town was sued by a number of private companies who are seeking indemnification and contribution from the Town in connection with the costs to remediate the Charles George Landfill located in Tyngsborough, Massachusetts. The estimates to clean up the landfill run as high as $90 million. The companies that sued the Town are defendants in an action brought by the United States Environmental Protection and the Massachusetts Department of Environmental Protection which have declared the landfill a superfund site and are seeking reimbursement for all of their costs associated with remediating the site.

During the past year, we were successful in obtaining an agreement from certain insurance companies that issued general liability policies to the Town to reimburse the Town for its defense costs in connection with this litigation. This has resulted in reimbursements to the Town for defense costs of approximately seventy five thousand dollars. Although settlement discussions are currently ongoing, I anticipate that the case will be tried during 1992 in the event that settlement discussions are unsuccessful.

There are two other significant environmental cases involving the Town. Town Counsel is continuing to represent the Town with respect to the Vine Brook Aquifer contamination. At the present time, the defendants from the Northwest Industrial Park have been preparing a pilot test proposal for the construction of a water treatment plant to treat the contaminated water from the Vine Brook Aquifer. The proposal is presently pending with the Department of Environmental Protection. Once it is approved, I anticipate that the defendants will proceed with the design of the water treatment plant.

In addition, Town Counsel has been representing the Town of Burlington, with respect to the Iron Horse superfund site, which is located at the Shaffer Landfill in Billerica, Mass. The Town has been identified as a party that may have contributed waste to this landfill and the EPA is currently investigating whether the Town has any liability for hazardous waste contamination at this site.

Two significant cases were settled during the past year. In the McGann case, the Board of Selectmen approved a settlement involving a land taking for conservation purposes adjacent to the Mill Pond Reservoir. In addition, the Town agreed to a settlement in the Massachusetts Electric case in which the Town sought

damages from the utility company for damage to Town water lines as the result of excavation work. With respect to the Human Services Center, the Town has been sued in arbitration by the general contractor which is seeking approximately $250,000 in claims in connection with this project. In turn, the Town has filed a counterclaim against the general contractor and is seeking reimbursement for incomplete and unsatisfactory items of work. In particular, the Town is seeking reimbursement for the cost to remedy the problem with leaking windows.

In 1991 the Planning Board was sued by Lahey Clinic in connection with the Planning Board's decision approving a special permit and revised site plan for a new parking garage that will require the Lahey Clinic to perform certain traffic studies among other things. Town Counsel is representing the Town with respect to this litigation, and the parties have engaged in discussions exploring settlement as a possible resolution.

Finally, Town Counsel represented the Town in the purchase and closing on the Burlington Ice Pallace, as well as the reconstruction work in connection with this project.

We extend our appreciation to the Board of Selectmen for their confidence in retaining this firm, and appreciate the assistance and cooperation received on all matters from the Board of Selectmen, Town Meeting, Town Administrator, department heads, boards, committees, and other Town personnel. We look forward to working with the members of the Town government in the future.

Respectfully submitted,

Leonard Kopelman, for the
firm of Kopelman and Paige, P.C.,
Town Counsel

# POLICE DEPARTMENT

****Departmental Roster****

**Chief of Police**
William Soda

**CAPTAINS**

Barry Solomon
George Devlin

**LIEUTENANTS**

Arnold Christiansen
Alfred Sciuto
Francis Hart
Water Bevis

**SERGEANTS**

Gerald Mills
John Walthall
Ralph Patuto
Carl Boutwell
William Faria
Richard Sheppard
Thomas Duffy

**PATROL OFFICERS**

Gerald Crocker
Richard Hovasse
Russell Petersen
Charles Chicarello
Ronald Glejzer
Robert Aloisi
Harry Sawyer, Sr.
William Duffey
Richard Glejzer
Frank Nardone
Dennis Thompson
Barry Cosgrove
Thomas Sullivan
Kevin Rogers
Christopher Priest
Michael Joyce
Paul Anderson
Claudell Moore
Robert Healey
Gary Burdick
Michael Bradford
John Hanafin
Paul O'Meara
Edward Mackey
Spiros Tsingos
Gary Redfern
Michael Debye
Kenneth Reynolds
Richard Hanafin
Harry Sawyer, Jr.
Robert Downer
Timothy McDonough
James Cooper
Charles Ferguson III
James Tigges
William Preston
Robert Kirchner
Thomas Fournier
Bernard Schipelliti
Gina Samuel
Daniel Houston
John Kelly
Anne Marie Mele
Stephen Cross
William Maggio

**CLERICAL STAFF**

Ann Johnedis
Barbara Cunningham
Dolores Schafer

**TRAFFIC SUPERVISORS**

Helen Bulman
Helen Dignan
Nancy Bibbey
Maureen Robillard
Carol Goodwin
Claire Hogaboom
Gail Fay
Carol Santoro
Karen Petersen

Review 1991 and you find an exciting and successful year for the Burlington Police Department. It was a year in which many objectives were met. It was also a year which laid the groundwork for many exciting changes still to come.

The biggest of these, of course, was the overwhelming approval of the Town Meeting to renovate the Union School as the new police station. As stated in last year's report, aside from the protection of the public, this was our number one priority. We were extremely gratified that Town Meeting saw that our need was real and voted approval of the new station. We would like to publicly acknowledge, not only Town Meeting, but all the various groups and individuals who supported this project. As this report goes to press, construction is nearing the 50% point and we are looking forward to moving sometime in May.

A substantial reduction in the number of traffic accidents also highlighted the year past. Compared to 1990, there were over 380 fewer accidents in 1991. This is almost a 20% reduction. We feel this is due, in large part, to our increased enforcement. We

enhanced our enforcement by the use of new radar units and by the increased use of computer aided monitoring of our enforcement patterns.

In the area of public relations, we continued our successful D.A.R.E. program, under the direction of Officer Paul Anderson, who was assisted by Officer Gary Redfern. We also moved forward with our youth programs and our court diversion program, both administered by Officer Dennis Thompson. A new wrinkle in our public relations effort was the establishment of a quarterly newsletter which was developed by Lt. Fran Hart. The newsletter features insights into the department and its personnel and is available free of charge. It can be picked up at the police station lobby, most town buildings and many businesses. We also began exploring the requirements for becoming accredited. The accreditation process is a thorough evaluation of what we do and how we do it. When a police department achieves accreditation, it signifies that the department exhibits police professionalism at its highest level.

During the year, Sgt. John Moglia retired after many years of service to the department. We extend best wishes to Jack for a happy, healthy retirement.

We also salute the efforts of our uniformed patrol division. It is their hard work and dedication that allowed us to achieve success in the areas of traffic safety and crime control. Even though we lost three positions last year due to budget woes, the remaining patrol force picked up the slack and performed admirably. They are to be commended for a job well done.

In closing, we would like to collectively thank everyone who supported the department during the year. The many positive cards and letters that we receive during the year helps make our jobs more rewarding. The nature of our business means that we will not always make everyone happy. However, we will continue to seek improvement in areas that need it and we will try to maintain our service standards that you have come to expect from us.

Respectfully submitted,

William R. Soda
Chief of Police

**1991 Crimes/Complaints/Calls for Service**

NOTE: Traffic Accident statistics listed separately.

| | |
|---|---|
| Alarms-Burglar-Non-Residence | 1682 |
| Alarms-Burglar-Residence | 200 |
| Ambulance Requests | 304 |
| Animal Complaints-Barking Dogs | 45 |
| Animal Complaints-Dog Bites | 9 |
| Animal Complaints-Other | 98 |
| Annoying Phone Calls | 90 |
| Arson-Business | 2 |
| Arson-Motor Vehicle | 1 |
| Arson-Public Building | 2 |
| Assault-Aggravated | 55 |
| Assault-Dangerous Weapon | 5 |
| Assault-Deadly Weapon | 7 |
| Assault-Simple | 28 |
| Assist Fire Dept. | 52 |
| Assist Other Police Depts. | 17 |
| Auto Fires | 21 |
| Auto Theft-Attempt (Includes Trucks) | 44 |
| Auto Theft-Driveway | 9 |
| Auto Theft-Shopping Center | 124 |
| Auto Theft-Street-Commercial Area | 59 |
| Auto Theft Street-Residential Area | 28 |
| Burglary-Attempts-Non-Residential-All Times | 27 |
| Burglary-Attempts-Residence-All Times | 28 |
| Burglary-Forced Entry-Non-Residence-Day | 1 |
| Burglary-Forced Entry-Non-Residence-Night | 30 |
| Burglary-Forced Entry-Non-Residence-Unknown | 6 |
| Burglary-Forced-Entry-Residence-Day | 21 |
| Burglary-Forced Entry-Residence-Night | 13 |
| Burglary-Forced Entry-Residence-Unknown | 14 |
| Burglary-Unlawful Entry-Non-Residence-All Times | 2 |
| Deaths-Accidental | 3 |
| Death-Attempted Suicide | 2 |
| Deaths-Suicide | 4 |
| Deaths-Threats of Suicide | 4 |
| Deaths-Unattended Deaths | 1 |
| Disorderly Conduct-All Other | 20 |
| Disorderly Conduct-Neighborhood Problem | 8 |
| Disturbances | 464 |
| Domestic Disturbance | 184 |
| Domestic Protection Order Violation | 7 |
| Driving Under the Influence-Alcohol | 46 |
| Driving Under the Influence-Drugs | 3 |
| Embezzlement | 1 |
| Exposer/Flasher | 21 |
| Family Offenses-Child Abuse | 4 |
| Family Offenses-Non-Support | 1 |
| Family Offenses-Other | 1 |
| Fireworks | 22 |
| Forgery and Counterfeiting | 8 |
| Fraud-Bad Checks | 2 |
| Fraud-Credit Cards | 2 |
| Fraud-Flim-Flam | 8 |
| Gambling Violations | 1 |
| General Police-Civil Matters | 35 |
| General Police-Fire Related | 30 |
| General Police-Gas Leaks/Explosions | 6 |
| General Police-Gunshots Heard | 3 |
| General Police-Mental Health Problems | 20 |
| General Police-Open Doors/Windows | 34 |
| General Police-Power Outages | 11 |
| General Police-Repossessions | 43 |
| General Police-Water Leaks | 11 |

| | |
|---|---|
| General Police-Wires Down | 23 |
| Illegal Alien Complaints | 1 |
| Kidnapping | 3 |
| License Plates-Recovered | 3 |
| License Plates-Stolen or Lost | 67 |
| Liquor Law Violations | 25 |
| Littering | 3 |
| Malicious Damage-All Other | 36 |
| Malicious Damage-Autos | 262 |
| Malicious Damage-Business Buildings | 56 |
| Malicious Damage-Residence | 116 |
| Malicious Damage-School Buildings and Grounds | 11 |
| Missing Persons-Adult-Females | 4 |
| Missing Persons-Adult-Male | 8 |
| Missing Persons-Juvenile-Female | 16 |
| Missing Persons-Juvenile-Males | 14 |
| Motor Vehicle Arrests | 86 |
| Narcotics violations-Marijuana, Hashish Possession | 7 |
| Narcotics Violations-Marijuana, Hashish Sale | 2 |
| Narcotics Violations-Opium Cocaine Possession | 3 |
| Narcotics Violations-Opium Cocaine Sale | 2 |
| Narcotics Violations-Possession of Other Drugs | 1 |
| Noise Complaints | 60 |
| Police Information | 340 |
| Police Officer Injured | 8 |
| Property-Found | 52 |
| Property-Lost | 14 |
| Prostitution | 1 |
| Protective Custody | 63 |
| Prowler/Peeping Tom | 7 |
| Public Services-Building Checks with Owner | 11 |
| Public Services-Lockouts | 176 |
| Public Services-Medical Assistance | 26 |
| Public Services-Other Services | 100 |
| Recovered Vehicle-Stolen Elsewhere, Recov. Here | 89 |
| Recovered Vehicle-Stolen Here, Recov. Elsewhere | 168 |
| Recovered Vehicle-Stolen Here, Recov. Here | 15 |
| Robbery-Armed | 3 |
| Robbery-Attempted | 2 |
| Robbery-Strong Arm | 5 |
| Runaways-Juveniles | 4 |
| Sex Offenses-Child | 1 |
| Sex Offenses-Other | 4 |
| Stolen Property-Possessing-All Other Property | 2 |
| Stolen Property-Receiving-All Other Property | 4 |
| Stolen Property-Receiving-Vehicle | 1 |
| Stolen Property-Recovery-All Other Property | 29 |
| Suspicious Autos | 176 |
| Suspicious Persons | 251 |
| Theft-All Other | 253 |
| Theft-Bicycles | 21 |
| Theft-From Autos-Not Parts or Accessories | 115 |
| Theft-From Autos-Parts or Accessories | 134 |
| Theft-From Buildings | 67 |
| Theft-Pocket Picking | 2 |
| Theft-Purse Snatching | 8 |
| Theft-Shoplifting | 183 |
| Threats/Bomb Scares | 186 |
| Traffic Services-Abandoned Vehicles | 7 |
| Traffic Services-Disabled Vehicle, Not Towed | 51 |
| Traffic Services-Disabled Vehicle, Towed | 103 |
| Traffic Services-Motor Vehicle Complaints | 200 |
| Traffic Services-Road Hazard | 54 |
| Truck Theft-Driveway | 1 |
| Truck Theft-Shopping Center | 11 |
| Truck Theft-Street-Commercial Area | 8 |
| Truck Theft-Street-Residential Area | 7 |
| Uttering | 2 |
| Warrant Arrests | 278 |
| Weapons Laws-Firearms Use | 2 |
| Weapons Laws-Illegal Possession of Firearms | 2 |
| Weapons Laws-Illegal Possession of Other Weapons | 1 |
| Weapons Laws-Other Weapon Use | 1 |
| Youth Complaints | 296 |

**Arrest Statistics - Calendar Year 1991**

| | |
|---|---|
| Total Number of Arrests: | 596 |
| Males | 454 |
| Females | 142 |
| Juveniles | 54 |
| Adults | 542 |

**Arrests By Shifts:**

| | |
|---|---|
| 12:01 AM - 8:00 AM | 132 |
| 8:01 AM - 4:00 PM | 84 |
| 4:01 PM - Midnight | 380 |

**Arrests By Days of the Week:**

| | |
|---|---|
| Monday | 72 |
| Tuesday | 87 |
| Wednesday | 80 |
| Thursday | 81 |
| Friday | 104 |
| Saturday | 102 |
| Sunday | 70 |

**Arrests By Age:**

| | |
|---|---|
| Under 17 | 54 |
| 17 - 25 | 249 |
| 26 - 35 | 172 |
| 36 - 45 | 84 |
| 46 - 55 | 27 |
| Over 56 | 10 |

**Hometowns of Arrestees - The Top 15:**

| | |
|---|---|
| Burlington | 151 |
| Woburn | 68 |
| Boston | 59 |
| Billerica | 44 |
| Lowell | 32 |
| Arlington | 12 |

| | |
|---|---|
| Somerville | 9 |
| Everett | 8 |
| Medford | 8 |
| Waltham | 8 |
| Lawrence | 8 |
| Concord | 7 |
| Bedford | 7 |
| Lynn | 7 |
| Lexington | 7 |

**Total Number of Arrestable Offenses: 825**

**Offenses For Which Arrests Were Made:**

NOTE: Not each offense listed is arrestable by itself. The figures here include offenses for those arrestees accused of multiple charges.

| | |
|---|---|
| Outstanding Warrants | 179 |
| Defective Equipment | 2 |
| License Restriction viol. | 1 |
| Driving w/Open Container | 4 |
| Marked Lane Violations | 9 |
| Following Too Closely | 1 |
| Impeded Operation | 1 |
| Giving False Name To P.O. | 1 |
| Burning a Public Building | 1 |
| Malicious Destruction | 32 |
| Hit and run | 5 |
| Assault,Dang.Weapon | 7 |
| Unarmed Robbery | 4 |
| Selling Alcohol To a Minor | 1 |
| Minor Purchasing Alcohol | 1 |
| Conspiracy | 2 |
| Open & Gross Lewdness | 1 |
| Carrying A Dang. Weapon | 1 |
| Poss. Hypodermic Needle | 3 |
| Poss. Class B Drug | 2 |
| Poss. Class D. Drug | 13 |
| Drug Conspiracy | 1 |
| O.U.I. | 40 |
| O.U.I.,3rd Offense | 4 |
| Red Light | 4 |
| Stop Sign | 3 |
| Unauthorized Use of M/V | 3 |
| Uninsured M/V | 4 |
| Attempt To Commit A Crime | 5 |
| Drinking in Public | 2 |
| Intimidation of A Witness | 2 |
| Larceny By Check | 1 |
| Poss. Burglaries Tools | 13 |
| Shoplifting | 79 |
| Trespassing | 4 |
| Uttering | 2 |
| Protective Order Viol. | 2 |
| Unregistered M/V | 8 |
| Plates Not Displayed | 1 |
| Recv. Stolen Credit Card | 5 |
| Disturbing The Peace | 7 |
| Forgery | 3 |
| License Not In Possession | 19 |
| Attaching Plates | 4 |
| Failing To Stop for Police | 5 |
| Failing To Keep To the Right | 3 |
| Failing to Use Care | 2 |
| Altering M/V Document | 4 |
| Using False Credit Card | 1 |
| Obtaining Goods - False Card | 2 |
| Assault & Battery, Simple | 34 |
| Assault & Battery, Dang. Weapon | 9 |
| Armed Robbery | 1 |
| Kidnapping | 2 |
| Contrib. To Delinq. Of a Minor | 1 |
| Minor Transporting Alcohol | 44 |
| Selling Alcohol To a Minor | 1 |
| Lewd & Lascivious | 1 |
| Falsifying Age to Buy Alcohol | 1 |
| Poss. Class B. Drug, Distribute | 1 |
| Poss. Class C. Drug | 2 |
| Being Present Where Heroin Kept | 1 |
| Speeding | 140 |
| O.U.I.,2nd Offense | 2 |
| No Passing | 3 |
| Registration Not In Poss. | 1 |
| Traffic Sign Violation | 1 |
| Uninspected M/V | 2 |
| Accessory after the Fact | 1 |
| B&E, Day, Int. To Commit Misd. | 1 |
| B&E, Day, Int. To Commit Fel. | 4 |
| B&E,Truck, Int. to Commit Fel. | 5 |
| B&E,Night, Int. To Commit Fel. | 7 |
| Entry In Night, Person In Fear | 2 |
| Larceny Of Property, Over $250 | 42 |
| Larceny Of Property, Under $250 | 2 |
| Recv. Stolen Prop.,Over $250 | 20 |
| Recv. Stolen Prop.,Under $250 | 2 |
| Threatening to Commit Crime | 1 |
| No Validating Sticker | 1 |
| Disorderly Person | 11 |

**Accident Statistics - 12/16/90 - 12/15/91**

Total Number of Accidents: 1638

**Breakdown by Days of the Week:**

| | | |
|---|---|---|
| Monday | 219 | |
| Tuesday | 224 | |
| Wednesday | 247 | |
| Thursday | 286 | |
| Friday | 306 | |
| Saturday | 229 | |
| Sunday | 127 | **TOTAL - 1638** |

**Drivers Involved:**

| | | |
|---|---|---|
| Burlington | 771 | |
| Out of Town | 2210 | |
| Out of State | 161 | |
| Unknown | 64 | **TOTAL - 3206** |

**Types of Accidents:**

| | | |
|---|---|---|
| Rear End | 605 | |
| Angle | 814 | |
| Head On | 101 | |
| Others | 118 | **TOTAL - 1638** |

**Ages of Drivers:**

| | | |
|---|---|---|
| Under 20 | 222 | |
| 20-29 | 730 | |
| 30-39 | 568 | |
| 40-49 | 363 | |
| 50-59 | 218 | |
| Over 60 | 177 | |
| Unknown | 928 | **TOTAL - 3206** |

**Severity of Accidents:**

| | | |
|---|---|---|
| Fatalities | 3 | |
| Personal Injuries | 425 | **TOTAL - 428** |

**Accidents by Shift:**

| | | |
|---|---|---|
| 12:01 AM - 8:00 AM | 106 | |
| 8:01 AM - 4:00 PM | 807 | |
| 4:01 PM - Midnight | 647 | |
| Unknown | 78 | **TOTAL - 1638** |

**Times of accidents - By Streets**

For Period: 12/16/90 - 12/15/91

| STREET | 12:01 AM-8:00 AM- | 8:01 AM-4:00 PM- | 4:01 PM-MIDNIGHT | UN-KNOWN |
|---|---|---|---|---|
| A St. | 0 | 3 | 0 | 0 |
| Adams St. | 0 | 1 | 0 | 0 |
| Arthurwoods Av. | 0 | 2 | 0 | 0 |
| B St. | 0 | 1 | 0 | 0 |
| Barbara Circle | 0 | 0 | 1 | 0 |
| Baron Pk Ln | 1 | 0 | 0 | 1 |
| Beacon St. | 3 | 1 | 2 | 0 |
| Beacon Village | 1 | 0 | 0 | 1 |
| Beaverbrook Rd. | 0 | 0 | 1 | 0 |
| Bedford St. | 2 | 35 | 35 | 1 |
| Birchcrest Rd. | 1 | 0 | 1 | 0 |
| Blanchard Rd. | 0 | 8 | 1 | 0 |
| Bldg 19 Pk Lot | 0 | 4 | 0 | 0 |
| Boulder Dr. | 0 | 0 | 0 | 1 |
| Bradford Rd. | 0 | 0 | 1 | 0 |
| Bradlees Pk Lot | 0 | 11 | 2 | 0 |
| Briarwood Ln | 0 | 2 | 0 | 0 |
| Brookside Ln | 0 | 0 | 1 | 0 |
| Brown Av. | 0 | 1 | 0 | 0 |
| Building 19 Pk. Lot | 0 | 2 | 1 | 1 |
| Burger King Pk Lot | 0 | 1 | 0 | 0 |
| Burl High Pk Lot | 1 | 3 | 0 | 1 |
| Burl Mall Pk Lot | 2 | 64 | 70 | 10 |
| Burl Woods Pk Lot | 0 | 1 | 1 | 0 |
| Burlington St. | 0 | 2 | 0 | 0 |
| Busa Pk Lot | 1 | 9 | 3 | 1 |
| Cambridge St. | 22 | 163 | 104 | 13 |
| Carlton Av. | 0 | 1 | 0 | 0 |
| Carter Rd. | 0 | 1 | 0 | 0 |
| Cedar St. | 1 | 0 | 0 | 0 |
| Center St. | 2 | 14 | 7 | 0 |
| Central Av. | 0 | 0 | 1 | 0 |
| Chandler Rd | 0 | 1 | 0 | 0 |
| Chester Ave. | 0 | 1 | 0 | 0 |
| Chestnut St. | 0 | 0 | 2 | 0 |
| Chili's Pk Lot | 0 | 1 | 0 | 0 |
| Cormier Rd. | 0 | 1 | 0 | 0 |
| Corporate Dr. | 0 | 1 | 0 | 0 |
| County Rd. | 0 | 1 | 1 | 0 |
| Cresthaven Dr. | 0 | 1 | 0 | 0 |
| Crosby Dr. | 0 | 0 | 1 | 0 |
| Crossroads Pk Lot | 0 | 1 | 1 | 0 |
| Crystal Cir | 1 | 0 | 0 | 0 |
| Days Inn Pk Lot | 0 | 0 | 1 | 0 |
| Douglas Ave | 0 | 1 | 0 | 0 |
| Dunkin Donuts Lot | 1 | 2 | 0 | 0 |
| Ellen Rd. | 0 | 1 | 0 | 0 |
| Escadrille Pk Lot | 0 | 0 | 1 | 0 |
| Eugene Rd | 1 | 0 | 0 | 0 |
| F.W. Webb Pk Lot | 0 | 1 | 1 | 0 |
| Farms Dr. | 0 | 0 | 1 | 0 |
| Filenes Basemt Lot | 0 | 3 | 0 | 0 |
| Forbes | 0 | 0 | 0 | 1 |
| Fox Hill Rd. | 1 | 2 | 0 | 0 |
| Francis Wyman Rd. | 2 | 10 | 7 | 1 |
| Freeport Dr. | 0 | 0 | 1 | 0 |
| Garfield Circle | 0 | 0 | 0 | 1 |
| Gayland St. | 0 | 1 | 0 | 0 |
| Glenwood Rd. | 0 | 0 | 1 | 0 |
| Grant Av. | 0 | 0 | 1 | 0 |
| Hampden Av | 1 | 0 | 0 | 0 |
| Harriet Av | 0 | 1 | 2 | 0 |
| Hart St. | 0 | 1 | 0 | 0 |
| High School Pk. Lot | 1 | 0 | 0 | 0 |
| Houghton Miff. Lot | 0 | 1 | 0 | 0 |
| Humboldt Av. | 0 | 1 | 0 | 0 |
| Johnson Co. Pk. Lot | 0 | 0 | 0 | 1 |
| K. Of C. Pk Lot | 0 | 0 | 0 | 1 |
| Lahey Clinic Pk Lot | 0 | 8 | 2 | 1 |
| Lantern Ln | 1 | 0 | 0 | 0 |
| Lee Wards Pk Lot | 0 | 1 | 0 | 0 |
| Leroy Dr. | 1 | 0 | 0 | 0 |

| STREET | 12:01 AM-8:00 AM- | 8:01 AM-4:00 PM- | 4:01 PM-MIDNIGHT | UN-KNOWN |
|---|---|---|---|---|
| Lexington ST | 0 | 6 | 9 | 0 |
| Locust St | 0 | 2 | 3 | 0 |
| Lowell St. | 0 | 0 | 0 | 1 |
| Luther Rd. | 0 | 1 | 0 | 0 |
| M.C.C.Pk Lot | 0 | 1 | 1 | 0 |
| M.S.M.S. Pk Lot | 0 | 3 | 0 | 0 |
| Mall Rd | 2 | 42 | 29 | 2 |
| Marriott Pk Lot | 1 | 3 | 0 | 0 |
| Maud Graham Cir | 1 | 0 | 0 | 0 |
| Meadow Rd. | 0 | 3 | 2 | 0 |
| Meadowvale Rd. | 0 | 1 | 0 | 0 |
| Mellin St. | 0 | 2 | 0 | 0 |
| Middlesex Mall Lot | 0 | 10 | 3 | 0 |
| Middlesex Tp | 10 | 95 | 85 | 7 |
| Mill St. | 2 | 2 | 0 | 0 |
| Mohawk Rd. | 0 | 0 | 1 | 0 |
| Moran Av | 0 | 1 | 0 | 0 |
| Mountain Rd. | 1 | 1 | 1 | 1 |
| Muller Rd. | 0 | 2 | 3 | 0 |
| Murray's Pk Lot | 0 | 2 | 0 | 1 |
| N.E. Exec. Pk Lot | 0 | 3 | 6 | 0 |
| N/A | 0 | 6 | 3 | 4 |
| North Av. | 0 | 0 | 0 | 1 |
| Northeastern Pk Lot | 0 | 1 | 0 | 1 |
| Old Colony Rd. | 0 | 2 | 1 | 0 |
| Olympia Av | 1 | 0 | 0 | 0 |
| Oxbow Ln | 0 | 0 | 1 | 0 |
| Pathwoods Av. | 1 | 1 | 0 | 0 |
| Patriot Rd. | 0 | 0 | 1 | 0 |
| Payless Pk Lot | 0 | 1 | 0 | 0 |
| Peach Orchard Rd. | 2 | 4 | 1 | 0 |
| Pine St. | 0 | 1 | 0 | 0 |
| Pontos Av. | 0 | 0 | 1 | 0 |
| Princeton Rd. | 0 | 1 | 0 | 0 |
| Prouty Rd. | 0 | 1 | 0 | 0 |
| Purity Springs Rd. | 0 | 1 | 1 | 0 |
| Ray Av. | 0 | 0 | 1 | 0 |
| Rte 128 | 16 | 72 | 122 | 8 |
| Rte 3 | 4 | 22 | 16 | 1 |
| Rte 62 RAMP | 0 | 1 | 0 | 0 |
| Sandra Rd | 0 | 0 | 1 | 0 |
| Sandybrook Rd | 1 | 0 | 0 | 0 |
| Second Av | 0 | 1 | 0 | 0 |
| Skilton Ln | 1 | 5 | 5 | 0 |
| South Bedford St. | 1 | 9 | 4 | 1 |
| Spring Valley Rd. | 0 | 0 | 1 | 0 |
| Star Mkt Pk Lot | 0 | 1 | 0 | 0 |
| StoneyBrook Rd. | 0 | 1 | 0 | 0 |
| SunnySide Av | 0 | 1 | 0 | 0 |
| Terrace Hall Av | 1 | 6 | 4 | 1 |
| Terry Av | 0 | 3 | 1 | 0 |
| Third Av | 0 | 2 | 0 | 1 |
| Tinkham Rd | 0 | 1 | 0 | 0 |
| Upland Rd. | 0 | 0 | 1 | 0 |
| VineBrook Plaza | 0 | 0 | 1 | 0 |
| Wall St. | 0 | 2 | 1 | 0 |
| Ward St. | 0 | 1 | 0 | 0 |
| Washington Av | 0 | 1 | 0 | 0 |
| Wayside Rd. | 0 | 2 | 1 | 0 |
| Westwood St. | 1 | 0 | 0 | 0 |
| Wheeler Rd. | 0 | 2 | 1 | 0 |
| Wilmington Rd. | 2 | 16 | 13 | 2 |
| Winn St. | 11 | 85 | 66 | 10 |
| Winnmere Av | 0 | 1 | 0 | 0 |
| WoodHill Rd | 0 | 0 | 1 | 0 |
| Wyman Rd. | 0 | 1 | 0 | 0 |
| | 106 | 807 | 647 | 78 |

**Accident Summary Report by Street**

For Period 12/16/90 - 12/15/91

| Street | # of Accidents | # Injured |
|---|---|---|
| A St. | 3 | 0 |
| Adams St. | 1 | 0 |
| Arthurwoods Av. | 2 | 0 |
| B St. | 1 | 0 |
| Barbara Circle | 1 | 1 |
| Baron Pk Ln | 2 | 0 |
| Beacon St. | 6 | 3 |
| Beacon Village | 2 | 0 |
| Beaverbrook Rd | 1 | 1 |
| Bedford St. | 73 | 21 |
| Birchcrest Rd | 2 | 0 |
| Blanchard Rd. | 9 | 2 |
| Bldg 19 Pk Lot | 4 | 0 |
| Boulder Dr. | 1 | 0 |
| Bradford Rd. | 1 | 0 |
| Bradlees Pk Lot | 13 | 3 |
| Briarwood Ln | 2 | 0 |
| Brookside Ln | 1 | 0 |
| Brown Av. | 1 | 0 |
| Building 19 Pk Lot | 4 | 0 |
| Burger King Pk Lot | 1 | 0 |
| Burl High Pk Lot | 5 | 3 |
| Burl Mall Pk Lot | 146 | 12 |
| Burl Woods Pk Lot | 2 | 0 |
| Burlington St. | 2 | 0 |
| Busa Pk Lot | 14 | 1 |
| Cambridge St. | 302 | 94 |
| Carlton Ave. | 1 | 0 |
| Carter Rd. | 1 | 0 |
| Cedar St. | 1 | 0 |
| Center St. | 23 | 2 |
| Central Av | 1 | 0 |
| Chandler Rd. | 1 | 0 |
| Chester Av. | 1 | 0 |

| Street | # of Accidents | # Injured |
|---|---|---|
| Chestnut St. | 2 | 1 |
| Chili's Pk Lot | 1 | 0 |
| Cormier Rd. | 1 | 0 |
| Corporate Dr. | 1 | 0 |
| County Rd. | 2 | 0 |
| Cresthaven Dr. | 1 | 0 |
| Crosby dr. | 1 | 0 |
| Crossroads Pk Lot | 2 | 0 |
| Crystal Cir | 1 | 0 |
| Days Inn Pk Lot | 1 | 0 |
| Douglas Av | 1 | 0 |
| Dunkin Donuts Lot | 3 | 0 |
| Ellen Rd. | 1 | 0 |
| Escadrille Pk Lot | 1 | 0 |
| Eugene Rd. | 1 | 0 |
| F.W. Webb Pk Lot | 2 | 0 |
| Farms Dr. | 1 | 0 |
| Filenes Basemt. Lot | 3 | 1 |
| Forbes Av. | 1 | 0 |
| Fox Hil Rd. | 3 | 1 |
| Francis Wyman Rd. | 20 | 12 |
| Freeport Dr | 1 | 0 |
| Garfield Circle | 1 | 0 |
| Gayland St. | 1 | 0 |
| Glenwood Rd. | 1 | 1 |
| Grant Av | 1 | 0 |
| Hampden Av. | 1 | 0 |
| Harriet Av. | 3 | 1 |
| Hart St. | 1 | 0 |
| High School Pk Lot | 1 | 0 |
| Houghton Miff. Lot | 1 | 0 |
| Humboldt Av. | 1 | 0 |
| Johnson Co. Pk Lot | 1 | 0 |
| K. Of C. Pk Lot | 1 | 0 |
| Lahey Clinic Pk Lt. | 11 | 0 |
| Lantern Ln | 1 | 0 |
| Lee Wards Pk Lot | 1 | 0 |
| Leroy Dr. | 1 | 0 |
| Lexington St. | 15 | 7 |
| Locust St. | 5 | 1 |
| Lowell St. | 1 | 0 |
| Luther Rd. | 1 | 0 |
| M.C.C. Pk Lot. | 2 | 0 |
| M.S.M.S Pk Lot | 3 | 3 |
| Mall Rd. | 75 | 21 |
| Marriott Pk Lot | 4 | 0 |
| Maud Graham Cir | 1 | 0 |
| Meadow Rd. | 5 | 3 |
| Meadowvale Rd. | 1 | 4 |
| Mellin St. | 2 | 1 |
| Middlesex Mall Lot | 13 | 1 |
| Middlesex TP | 197 | 51 |
| Mill St. | 4 | 1 |
| Mohawk Rd. | 1 | 0 |
| Moran Av. | 1 | 0 |
| Mountain Rd | 4 | 1 |
| Muller Rd. | 5 | 3 |
| Murray's Pk Lot | 3 | 2 |
| N.E. Exec. Pk Lot | 9 | 1 |
| N/A | 13 | 1 |
| North Av. | 1 | 0 |
| Northeastern Pk Lt | 2 | 0 |
| Old Colony Rd. | 3 | 0 |
| Olympia Av | 1 | 1 |
| Oxbow Ln | 1 | 0 |
| Pathwoods Av. | 2 | 0 |
| Patriot Rd. | 1 | 0 |
| Payless Pk Lot | 1 | 1 |
| Peach Orchard Rd. | 7 | 2 |
| Pine St. | 1 | 1 |
| Pontos Av | 1 | 0 |
| Princeton Rd. | 1 | 0 |
| Prouty Rd. | 1 | 0 |
| Purity Springs Rd. | 2 | 1 |
| Ray Av. | 1 | 0 |
| Rte 128 | 218 | 51 |
| Rte 3 | 43 | 10 |
| Rte 62 RAMP | 1 | 1 |
| Sandra Rd | 1 | 0 |
| SandyBrook Rd. | 1 | 0 |
| Second Ave. | 1 | 0 |
| Skilton Ln | 11 | 5 |
| South Bedford St. | 15 | 6 |
| Spring Valley Rd. | 1 | 0 |
| Star Mkt Pk lot | 1 | 1 |
| Stoneybrook Rd. | 1 | 0 |
| Sunnyside Av. | 1 | 0 |
| Terrace Hall Ave. | 12 | 5 |
| Terry Ave. | 4 | 0 |
| Third Av. | 3 | 0 |
| Tinkham Rd. | 1 | 0 |
| Upland Rd. | 1 | 1 |
| Vinebrook Plaza | 1 | 0 |
| Wall St. | 3 | 2 |
| Ward St. | 1 | 0 |
| Washington Av. | 1 | 0 |
| Wayside Rd. | 3 | 1 |
| Westwood St. | 1 | 1 |
| Wheeler Rd. | 3 | 2 |
| Wilmington Rd. | 33 | 20 |
| Winn St. | 172 | 52 |
| Winnmere Av. | 1 | 0 |
| Woodhill Rd. | 1 | 0 |
| Wyman Rd. | 1 | 0 |

Total # of Accidents - 1638 Total Injured - 425

**Motor Vehicle Citations Issued For Calendar Year 1991:**

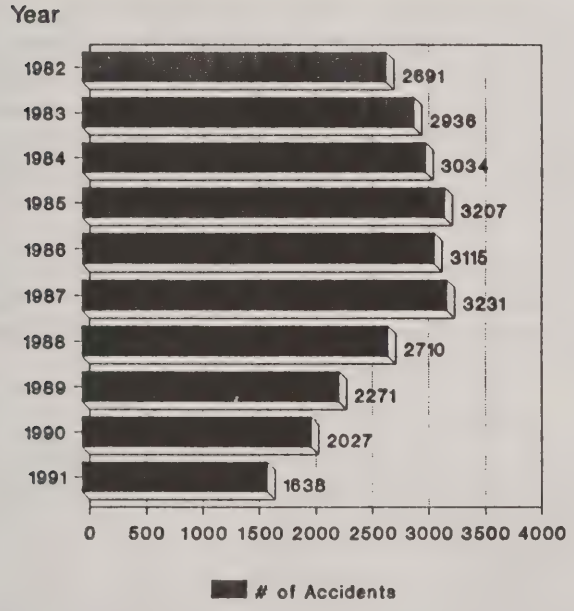
| | |
|---|---|
| Written Warnings | 734 |
| Non-Criminal Citations | 1661 |
| Criminal Complaints | 60 |
| Arrests form M/V Stops | 150 |

TOTAL - 2605 Citations

**Parking Tickets Issued For Calendar Year 1991**

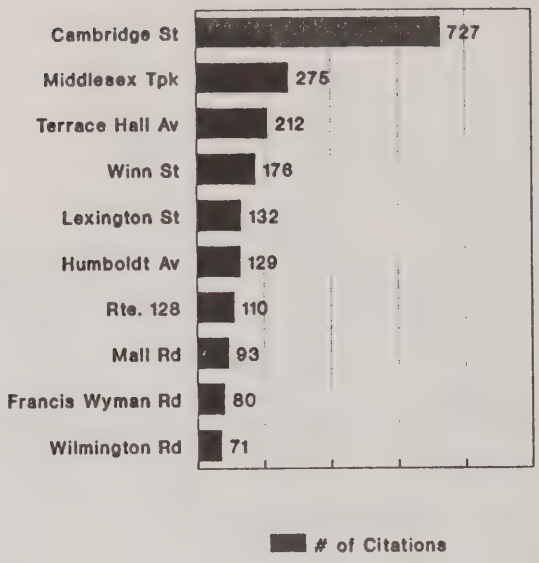
| | |
|---|---|
| Total Number Issued | 756 |
| Total Fines | $ 14,725.00 |

## 10 Year Accident Totals



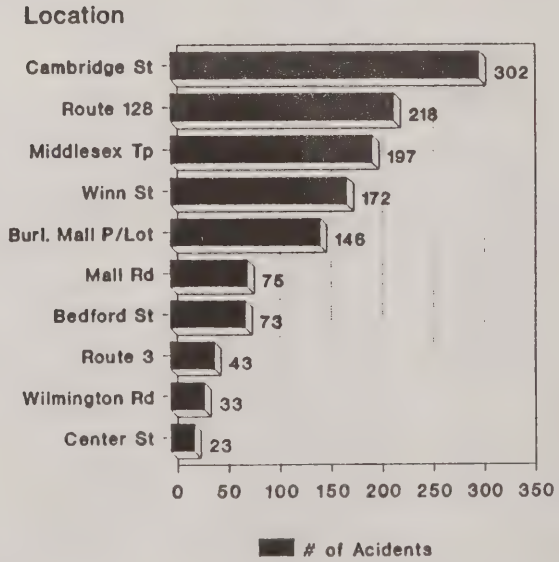

1/92

## Top 10 Streets Where Citations Issued




Prepared 1/6/92

## Where Accidents Happen Top 10 Locations




1/92

# FIRE DEPARTMENT

## FIRE DEPARTMENT ROSTER

### FIRE CHIEF
Paul Thibault

### ASSISTANT FIRE CHIEF
*Leo Pouliot

### CAPTAINS

| | | |
|---|---|---|
| Edward Costa | *Michael Nolan | *Philip Pollicelli** |
| *William Devereaux | | *Lawrence Rice** |

### LIEUTENANTS

| | | |
|---|---|---|
| *Alfred Brabant | *George Clark | Paul Gerbrands |
| *Kevin Browne | Joseph Doran | Donald Robinson |
| *Scott Carpenter | | *Charles White |

### FIRE PREVENTION OFFICER
*Al Fay

### FIRE ALARM INSPECTOR
Joseph Butler

### MECHANIC
Walter DeCost

### PRINCIPAL CLERKS

| | |
|---|---|
| Joanne Arbing | Mary Fay |

* Department EMT's
** Deputy Chief

### FIREFIGHTERS

| | | |
|---|---|---|
| *Gary Arbing | James Hapenney | *Michael Patterson |
| *Michael Bibbey | *Richard Hovasse | *Robert Paul |
| *Timothy Browne | *John Hunt | *Raymond Perry |
| Lee Callahan | *Douglas Hyde | *Lucien Pouliot |
| *William Callahan | Frederick Keene | *John Price |
| *Gary Cauldwell | *Ronald Kullman | *Leonard Sawyer |
| *John Corbett | *Gerard Letendre | *James Sherman |
| Thomas Corbett | *Donald MacDonald | *John Skinner |
| *George Creamer | *Peter McAnespie | *David Sullivan |
| Michael Donahue | *Paul McLaughlin | *Paul Sullivan |
| James Fay | *Edgar McLean | Daniel Willette |
| *Gerard Hanafin | John Norden | *Fred Williams |
| *Michael Hanafin | *Lawrence Pacios | *Steven Yetman |

*Department EMT's

### CIVILIAN DISPATCHERS

| | |
|---|---|
| Christine Carciofi | Clifford Comeau |
| Elaine Carpenter | Michael Runyan |

### FIRE CHIEF

The year 1991 brought many changes within the Department. The men continued their daily training and inspection activities as new programs were instituted.

There were three retirements from the Department, one of which was the result of the Town's new Early Retirement Program. Henry Marshall retired in January of 1991 with more than 26 years of service. For the past 20 years he served in the position of Fire Alarm Inspector and his knowledge and expertise is greatly missed. Firefighter William Bibbey served the Town for over 20 years and due to ill health was forced to retire. Firefighter Edward Franks served the Town of Burlington for 16 years and previously served the Town of Bedford, retiring with 22 years of service. Our thanks to all the retirees who have dedicated themselves to the protection of the lives and property of the taxpayers of Burlington. We wish them all a healthy and happy retirement.

With the three retirements from the Department, two new firefighters were hired. Firefighters Michael Hanafin and Richard Hovasse are Burlington residents who grew up in Town. They attended the Massachusetts Firefighting Academy during the fall recruit training program, graduating in December as certified Firefighter Level I & II, meeting the National Fire Protection Association (NFPA) standard.

The Fire Department has experienced another eventful year with the installation of 9-1-1, increases in service demand, and training of Department personnel including an automatic defibrillator training program.

The installation of 9-1-1 is a step towards the Enhanced 9-1-1 being instituted throughout the entire state and the country. We hope to see the Enhanced 9-1-1 service instituted in the next several years.

Our thanks to M/A-COM for the donation of one defibrillator unit, and to all companies, businesses and citizens of Burlington who have made donations for the purchase of a second unit. The Department will start 1992 with two automatic defibrillators.

This year the Town experienced a major fire at the Burlington High School. The fire, which started from an overheated generator exhaust pipe, resulted in a hazardous materials incident costing the Town over $300,000 in damages.

The training of our firefighters to recognize hazardous situations continues to prove fruitful in preventing exposure to such dangerous chemicals. It is hopeful that this training will benefit the Town in preventing long-term disabilities or major health problems which could result from exposure to such hazards.

Difficulties in maintaining manpower arose last year as budgets were reaching funded levels. Toward the end of fiscal 1991, it was necessary to reduce manning in the Department. The effect of reduced manning meant the loss in the ability to respond a second engine from Headquarters during the personnel shortage. Under normal circumstances, the Fire Department staffs 2 engines and the tower at Headquarters and 1 engine at Station 2 with 11 firefighters on duty.

Several times during the period of lower manpower, Burlington was unable to respond with its own equipment. This necessitated mutual aid response from surrounding communities directly to the fire calls. Mutual aid companies are not familiar with Burlington streets. When mutual aid companies respond to these calls delays are caused due to increased distance being traveled and the time necessary to obtain street information or pilots (individuals familiar with Burlington Streets) to direct mutual aid companies to the fire scene.

We are hopeful that with the retirement of several long-term disabilities staffing will return to our previous levels within budget guidelines.

The Fire Sub Station at Terrace Hall Avenue and Middlesex Turnpike has a crew of three men operating one engine (Engine 2) and also houses the reserve engine (Engine 3). This station is located in one of the more congested areas of the Town in that it has the majority of industry, the Lahey Clinic, the Burlington Mall and several office parks, including New England Executive Park.

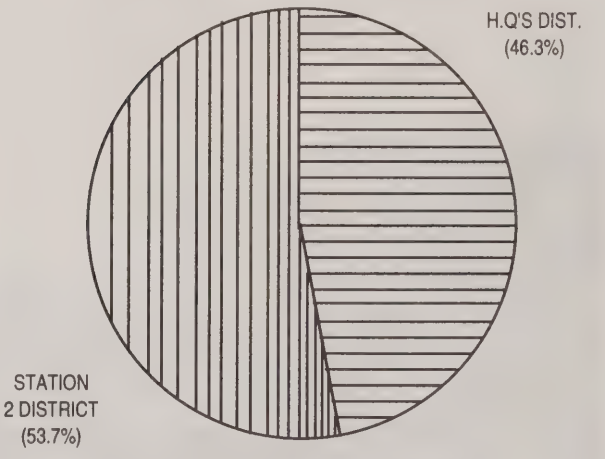


**STATION 2**
Terrace Hall & Middlesex Turnpike

**ENGINE - 2**
1987 Ranger Penfab
1250 GPM Pumper

**ENGINE - 3**
1978 Hender-Continental Hendrickson
1000 GPM Pumper

**BURLINGTON FIRE DEPARTMENT**
Area of Fire Responses 1991




During 1991, Station 2 responded to 1,099 calls within its assigned district another 369 calls were answered by engines from Headquarters while the engine from Station 2 was out on other calls. This would account for some 53% of the calls answered by the Department to Station 2's district. Station 2 also responded to another 225 calls outside its district, providing assistance to the engines from Headquarters.




I would like to thank all the organizations, elected officials, news media, public services and the citizens of Burlington for their support of the Fire Department this past year.

Respectfully submitted,

Chief Paul R. Thibault, Jr.

## BURLINGTON HIGH SCHOOL FIRE

June 12, 1991



**Firefighters Having SCBA Bottles Changed And Waiting Turn In Rotation To Extinguish Fire**



**Area Of Ignition And Supplies That Contributed To The Fire And Resulting Hazardous Material Incident**



**Burlington Fire Department Hazardous Material Team In Neutralizing The Burlington High School Hazardous Material Incident**

### RESCUE — FIRE EXPERIENCE RECORD
### JANUARY 1, 1991 — DECEMBER 31, 1991

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Accidents:** | | | | | | | | | | | | | |
| Motor Vehicles | 21 | 13 | 7 | 24 | 20 | 15 | 14 | 18 | 28 | 27 | 33 | 29 | 249 |
| Pedestrians | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 2 | 1 | 0 | 2 | 0 | 7 |
| Alarms: | | | | | | | | | | | | | |
| Accidental | 23 | 15 | 21 | 22 | 20 | 33 | 9 | 15 | 15 | 17 | 16 | 18 | 224 |
| False | 13 | 2 | 12 | 7 | 8 | 15 | 5 | 2 | 7 | 11 | 1 | 7 | 90 |
| System Malfunction | 14 | 12 | 6 | 10 | 15 | 18 | 22 | 38 | 47 | 19 | 15 | 30 | 246 |
| **Fires:** | | | | | | | | | | | | | |
| Apartments | 7 | 4 | 0 | 3 | 6 | 0 | 4 | 2 | 1 | 0 | 3 | 5 | 35 |
| Appliances | 2 | 0 | 2 | 2 | 3 | 6 | 3 | 5 | 4 | 5 | 5 | 5 | 42 |

| | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Brush, Grass, Wood | 0 | 4 | 5 | 29 | 18 | 10 | 10 | 8 | 2 | 5 | 5 | 0 | 96 |
| Business/Office | 0 | 2 | 0 | 3 | 3 | 0 | 4 | 0 | 1 | 1 | 0 | 2 | 16 |
| Church/School | 0 | 0 | 7 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 2 | 11 |
| Dumpster/Trash | 0 | 1 | 1 | 2 | 4 | 5 | 2 | 6 | 2 | 2 | 2 | 2 | 29 |
| Hospital | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 2 |
| Hotel/Motel | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 3 |
| Industrial/Manufacturing | 1 | 4 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 7 |
| Motor Vehicle | 4 | 6 | 3 | 4 | 9 | 5 | 5 | 7 | 6 | 4 | 2 | 3 | 58 |
| Residential | 7 | 8 | 2 | 5 | 5 | 0 | 2 | 2 | 1 | 2 | 3 | 6 | 43 |
| Storage Areas (garage/sheds) | 1 | 1 | 4 | 0 | 6 | 2 | 0 | 0 | 1 | 0 | 0 | 0 | 15 |
| Store/Restaurant | 0 | 0 | 0 | 1 | 1 | 1 | 2 | 0 | 0 | 1 | 0 | 1 | 7 |
| **Haz-Mat:** | | | | | | | | | | | | | |
| Spill Leaks, Odors, Vapors | 8 | 2 | 5 | 6 | 8 | 11 | 5 | 4 | 4 | 4 | 6 | 0 | 63 |
| Wires (arcing, burning, lines down) | 5 | 1 | 1 | 1 | 2 | 3 | 2 | 29 | 2 | 3 | 4 | 3 | 56 |
| **Inspections:** | | | | | | | | | | | | | |
| Fire Drills | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7 | 7 | 0 | 0 | 14 |
| In-Service | 6 | 15 | 13 | 33 | 42 | 11 | 21 | 15 | 17 | 13 | 11 | 2 | 199 |
| Investigations | 0 | 3 | 6 | 10 | 3 | 13 | 13 | 34 | 20 | 11 | 12 | 19 | 144 |
| Smoke Detectors | 3 | 10 | 21 | 12 | 3 | 29 | 25 | 15 | 14 | 24 | 13 | 17 | 186 |
| Medical Aid | 72 | 51 | 72 | 71 | 54 | 76 | 60 | 51 | 80 | 64 | 70 | 82 | 803 |
| Mutual Aid | 5 | 2 | 7 | 7 | 6 | 2 | 4 | 1 | 1 | 4 | 0 | 3 | 42 |
| **Rescue:** | | | | | | | | | | | | | |
| Entrapments/Lockouts | 15 | 5 | 6 | 5 | 5 | 1 | 0 | 2 | 1 | 3 | 2 | 0 | 45 |
| Total Fire Responses | 208 | 161 | 201 | 258 | 241 | 257 | 217 | 258 | 262 | 227 | 205 | 237 | 2732 |

## HAZARDOUS MATERIALS

The Burlington Fire Department Hazardous Materials Response Team just completed its third full year of operation. The team consists of 16 officers and firefighters, under the direction of Assistant Chief Leo Pouliot. Until recently the team met on a monthly basis but because of the amount of training involved, bi-monthly meetings for longer periods of time are better for training purposes. Training covers science, research, equipment familiarization, and monitoring equipment, as well as running dexterity drills and mock drills on a regular basis.

The Hazardous Materials Team visited Burlington businesses that use, store, and transport hazardous materials. These visits were to familiarize the team with the location of hazardous materials and to coordinate an emergency response with the companies and their personnel. M/A-COM in the Northwest Industrial park, was one of several companies that opened its doors to us with complete cooperation. In the months and years to come, we hope to continue these types of training programs.

The team not only trains and prepares itself for hazardous materials accidents, it also sets up training curriculum and takes part in instructing the rest of the Department. Members of the team are involved in training their own groups in what they have learned. This keeps the Department up to the standards required by law for training all Department members, and it enables the Haz Mat Team and the rest of the Department to work together at Hazardous Materials incidents.

There were over 60 hazardous material responses this past year, including spills, leaks, fires, and investigations of hazardous material emergencies. Burlington High School on June 12, 1991, a Laidlaw Waste Services vehicle at 50 Mall Road on June 24, 1991, and Houghton Mifflin on June 28, 1991 were the most difficult incidents, all coming within a three-week period.



**A Routine, On Duty Training Session, Involving Hazardous Materials Procedures**

## TRAINING PROGRAM

The past year the fire fighting force has been participating in extensive weekly training programs coordinated by Captain William Devereaux and Captain Michael Nolan. Both successfully completed a program for Instructor Level I held at the Massachusetts Fire Academy in Stow, Massachusetts and are now certified to the Instructor I Level.

Captain Devereaux is assigned to coordinate all fire suppression training and Captain Nolan is assigned to hazardous material training.

The Department is using International Society of Fire Service Instructors (IFSFA) 1001 teaching standard. This meets the teaching standards for NFPA Professional Firefighting Levels I and II and is being used across the country.

## IN-SERVICE INSPECTION

In-service inspections have been conducted by first-in companies in the following areas of Town: Cambridge Street (entire length), Middlesex Turnpike (from South Avenue to the Billerica line and Bedford Street from Middlesex Turnpike to the Bedford line), and Station 2 is currently inspecting the Burlington Mall. During 1991, some 276 inspections were conducted, encompassing some 741 different businesses within the Town. Numerous deficiencies were found, some minor, while a few were of major concern. Problems have been forwarded to the Fire Prevention Officer or the Building Department for follow-up.

The program is continuous and is always ongoing, given the amount of buildings to inspect and the time needed to do them; therefore, it is difficult for the Department to inspect every building on an annual basis. We are hopeful that in time, as Department personnel become familiar with the buildings, and building owners and occupants become familiar with us, we will be able to complete more inspections every year.

The Fire Department thanks the businesses and community for their cooperation in this endeavor as in-service inspections have proven to keep fire losses to a minimum. The time gathering information, updating emergency numbers, occupancies and hazard locations and having access to this information in a prompt manner is necessary to keep Burlington taxpayers and our Firefighters safety maximized.

## AMBULANCE

1991 was yet another extremely busy year for the Burlington Fire Department ambulances and the Firefighter/ Emergency Medical Technicians who man them. Rescue-1, the Town's primary ambulance, responded to 1,022 calls, while Rescue-2 responded to 112 calls. Burlington ambulances were also called to assist other local communities 91 times this past year.

Last year saw the purchase of two pair of Military Anti-Shock Trousers (MAST). These "pants" are now in service and are used on patients going into shock due to trauma and/or a severe drop in pressure or loss of fluids. These "pants" help increase the chances of the patient's survival.

The end of the year found the Fire Department increasing the level of its ambulance licensure to an Enhanced Basic Life Support status in order to raise the level of care we can provide to the people we serve. This "new" level of care allows E.M.T.'s the ability to use cardiac defibrillators for victims of cardiac arrest. The survival rate of cardiac arrest patients can greatly increase from a 2% - 4% survival rate with standard C.P.R. to approximately 28% - 30% with the use of cardiac defibrillators. The Fire Department is in the process of raising funds from local businesses to purchase up to seven of these units. We now have two units in service at this time.

With extremely tight budget constraints the past several years the need still exists to purchase specialized equipment for our pediatric patients. We hope to accomplish this goal this year, as well as completing our defibrillator program.

## AMBULANCE REPORT

| | |
|---|---|
| Total Ambulance Responses for 1991 | 1,134 |
| (Rescue 1 = 1,022, Rescue 2 = 112) | |
| Patients Transported to Medical Facilities | 887 |
| Burlington Residents | 482 |
| Non-Residents | 405 |
| Patients refusing to be treated and/or transported for their illness or injury | 174 |
| Patients treated at scene (no transport) | 19 |

**BURLINGTON LOCATIONS:**

| | |
|---|---|
| Auto Accidents (Burlington): | 313 |
| Churches/Schools: | 35 |
| Doctors' Offices: | 5 |
| Fire Headquarters (Walk-Ins): | 15 |
| Hospitals: | 3 |
| Hotels: | 28 |

**Other Locations:**

| | |
|---|---|
| (Example: Parks, Playgrounds, Fields, Parking Lots) | 67 |
| Places of Employment: | 38 |
| Police Headquarters: | 17 |
| Residential (Burlington): | 440 |
| Stores/Restaurants: | 128 |

**TYPES OF CALLS**

| | |
|---|---|
| Auto Accidents (Burlington) | 313 |
| Airway Obstruction | 13 |
| Amputations | 2 |
| Burns (Severe) | 4 |
| Cardiac Arrest | 23 |
| Diabetic Emergencies | 19 |

| | |
|---|---|
| Dead On Arrival (No Transport) | 13 |
| Heart Related (Angina, Heart Attacks, Etc.) | 99 |
| Illness (Various) | 109 |
| Impaled Objects | 3 |
| Injuries (Fractures, Dislocations, Lacerations, Severe Bleeding, Etc.) | 233 |
| Overdose (Drugs or Alcohol) | 20 |
| Poisonings | 17 |
| Psychiatric Emergencies | 8 |
| Respiratory Emergencies | 80 |
| Severe Allergic Reactions | 12 |
| Seizures | 41 |
| Strokes (C.V.A.) | 13 |
| Suicides (Attempted) | 6 |
| Unconscious Patient | 62 |
| Women in Labor | 10 |

**MUTUAL AID TO:**

| | |
|---|---|
| Billerica | 36 |
| Bedford | 25 |
| Lexington | 4 |
| Wilmington | 5 |
| Woburn | 21 |
| Total Mutual Aid Responses | 91 |

**FIRE ALARM**

All master boxes on municipal buildings and schools have been tested and found to be in good working order. Eleven new master boxes have been added to the system for 1991.

The Fire Alarm Division completed 172 Occupancy Permits, residential and commercial. All town-owned traffic lights have been rebulbed a minimum of twice during the year and down time for repairs has been estimated at 2.2%.

The Burlington Fire Alarm Regulations were put into effect as of January, 1991. The new regulations allow for better control of fire alarm installations and service and are a great enhancement to the Fire Alarm Division and public safety.

**FIRE PREVENTION**

The following report is respectfully submitted by the Burlington Fire Prevention Office.

The year 1991 once again saw many local businesses removing underground storage fuel tanks from their respective properties. Many of these tanks are single walled tanks and are potential environmental hazards, due mainly to the age of the tanks. Our office intends to proceed with the program of testing and removal of these aged tanks. Many home owners are also removing underground storage tanks and very few new installations have occurred. Any questions on tank removal should be directed to the Fire Prevention Office.

Once again, many code changes have been added to our Fire Prevention code.

All Town buildings have been inspected and changes made where necessary.

The in-service program is working very well and most businesses are in compliance with fire safety regulations.

Again, I would like to thank the various town boards for their cooperation.

# DEPARTMENT OF PUBLIC WORKS

I hereby submit the Annual Report of the Department of Public Works for the year ending December 31, 1991.

Respectfully submitted,
Syamal N. Chaudhuri
Superintendent of Public Works

**ADMINISTRATION**

Water and Sewer rates were maintained at the same level during 1991. The total amount billed for Water and Sewer during 1991 was $3,725,682.

This section processed approximately 2,500 purchase orders for the seven divisions of the D.P.W.

This section also received and recorded 605 customer service calls, which were forwarded to the divisions and/or the trash contractor for follow up. All complaints were resolved.

The Administrative section also issued 109 street opening permits and 36 sewer permits. The fees for these permits have not been changed.

The D.P.W. successfully initiated a leaf collection and composting program. The D.P.W. purchased some 30,000 biodegradable bags, which were distributed to local residents through town merchants at cost. Some 23,000 bags were purchased and resulted in the delivery at 273.59 tons of leaves to the compost site. This program was successful due to the generosity and cooperation of several local merchants who handled and sold these bags at no profit to themselves.

This section also handled the bidding for all large purchases of materials and services for town projects and coordination with state agencies and consulting engineers relative to state grants and construction programs for street paving drainage and water treatment programs.

Respectfully submitted,

Donald L. Reece
Administrative Assistant

## ENGINEERING DIVISION

Following is a summary of the projects in which the Engineering Division participated during 1991:

**Pavement Management Program**

A total of fifteen (15) streets (listed in Highway Division Report) have been improved by grinding and being paved with binder and 1-1/2" overlay or paved with 1-1/2" overlay only. Drainage improvements were also considered in the overlay by crowning the road surface and pitching the gutter lines.

(A portion of Adams Street was paved with a 1-1/2" overlay at no cost to the Town through Quinn & Perkins Sand and Gravel).

**Local Drainage**

Repairs were made to the following drainage areas:

Partridge Lane — Kinney Avenue
Cedar Street — Bennett Lane
Leopold Street

**Master Drainage**



**Sarah Street Culvert Project 1991. Silva Construction**

The second phase of the master drainage improvements to the Ipswich River Basin System was designed and implemented by the engineering staff. This primarily included the replacement of a storm drain system in Sarah Street consisting of the combination of 6' x 4' box culvert and a 30" diameter pipe. The new section installed is made up of a 7' x 3' box culvert and related pipe inlet and outlet improvements.

Phase I of the Lexington Street drainage improvements commenced this past summer, which will extends from Bedford Street to Old Colony Road. Included in the design of this system are improvements to the pavement width which will become more uniform. Also, the intersection of Lexington Street with Bedford Street is being addressed along with this project.

**Stream Cleaning**

A major program conducted by the Engineering Division this past year was the initial steps for stream cleaning of the major brooks in Town; namely, the Ipswich, Sandybrook and Saw Mill were investigated. Prior to the permitting process, the elevations of the streambeds and banks had to be established. Our first, and what we consider a successful attempt at stream cleaning, involved the brook in the Beaverbrook/Alcine Area. The actual stream cleaning was conducted by the Highway Department personnel. We would like to thank the Conservation Commission and their staff for their valued assistance with this project.

**Recycling:**

The Recycling Program was highly successful this past year through the efforts of many volunteers. About 360 tons were recycled in 1991 through this program.

The Town implemented the recycling of Christmas trees by curbside pickup and chipping. This project was accomplished by the Highway Division, with the assistance of the Recreation Maintenance Department. Although these project was successful, it is recommended the Town invest in a new chipper.

**Roofs - Water Treatment Plant and Water and Sewer Garage**

Specifications were drafted, bidding coordinated and contractor selection made for the installation of a new rubberized roof for the Water Treatment Plant and new shingle roofing for the Water and Sewer Garage roof. This was an excellent time to proceed with these projects since the bidding was very competi tive, and the Town received lower then expected bids.



**Fuel Generator Building and new roof - Water Treatment Plant. 1991 Projects.**

**Water Supply**

The improvements at the Water Treatment Plant and the addition of the Lagoons were completed, with everything now in full operation.

The prolonged pump tests have been completed in the Vine Brook Aquifer.

**Water Looping**

The "looping" of water lines was completed in one area this past year. This was from Travers Lane to the Human Services Building (Center School).

**Site Plans**

The Engineering Division was assigned the task of developing and finalizing a site plan for the Burlington Ice Palace (including presentations to various Town Boards and Commissions for permits).

The full construction of the Burlington Dog Pound was completed this year, including the driveway entrance and storm drainage system.

I would like to thank all of the members of the Engineering Division Staff, consisting of the following, for their assistance and continued support:

| | | |
|---|---|---|
| Dennis F. Fitzgerald | - | Senior Engineer |
| Alan C. Nelson | - | Senior Engineer |
| Ernest J. Spack | - | Subdivision Inspector |
| Peter A. Bandouveres | - | Part-time Clerk |
| Brian D. Polley | - | Co-op Student |

Respectfully submitted,

Pete G. Peters, P.E.
Town Engineer

## CEMETERY DIVISION

During 1991, Cemetery personnel conducted 94 burials and sold 84 lots.

Trees and shrubs were trimmed and grass cut as needed. Fences were repaired and painted; stones were leveled and straightened out. The sprinkler system was repaired and new spigots were installed where needed. Foundations and Veterans markers were installed when needed. The Division utilized workers from the Veterans Administration in Bedford, due to the increased workload. Once again, the Veterans displayed their eagerness to work. I feel that they did a good job.

The families of loved ones, who passed away this year, donated trees and shrubs in their memory. The cemetery crew and veterans personnel planted the trees and shrubs.

Again, I would take this time to thank the Veterans Administration in Bedford and Town Departments and officials for providing the help when I needed it this past year.

Respectfully submitted,

Harry E. Enos
Assistant Superintendent
Cemetery Division

## CENTRAL MAINTENANCE DIVISION

Central Maintenance performs all maintenance and preventative maintenance for Police, Highway, Water & Sewer, Recreation and other Town vehicles.

Central Maintenance developed a new system to keep records of work accomplished on a vehicle and the cost. Also a new preventative maintenance program for each vehicle, was implemented.

Paul Nielsen served as temporary Assistant Superintendent from July 1, 1991 to October 7, 1991. Dennis Chase was appointed Acting Assistant Superintendent on October 8, 1991.

We wish good luck to Guy DeFilippo who, after 31 years of dedicated service to the Department of Public Works, retired on June 30, 1991.

Respectfully submitted,

Dennis L. Chase
Acting Assistant Superintendent
Central Maintenance Division

## HIGHWAY DIVISION

The Highway Division conducted its routine maintenance of roadways, drainage easements, street signs, fences, guardrails, and snow & ice removal from our road surfaces. Burlington experienced 6 storms during the 1990 - 1991 winter season. A total of 29.8" of snow fell in the area.

Following the winter season, the division expended many man-hours repairing damage caused by winter plowing, such as, installing berms, planting trees, shrubs, mail box repairs, fence damage and guardrails. Because of our extreme shortage of personnel due to injuries, it became necessary to hire temporary truck drivers to insure proper snow and ice removal.

In January, the Christmas tree chipping program began and about 2800 Christmas trees were chipped. The remainder of the winter months the division spent many hours sanding, plowing and making temporary repairs to our road surfaces. In April and May, all sidewalks were swept and the sweeper contractor swept all Town streets.

During June through November, time was spent repairing catch basins, road surfaces, guardrails, etc.

Special projects during these months included the following:

Brush cutting throughout Town.
Lane painting and crosswalk painting.
Removal of silt and debris from our streams.
Installation of driveway aprons on newly paved streets.
Cleaning of all catch basins.

The following streets were reclaimed and resurfaced:

Bennett Lane — Thomas to Susan.
Brenda Lane — Beaverbrook to Barnum.
Phyllis Avenue — Leroy to dead-end
Fairfax Street — Bedford to dead-end.
South Bedford Street — Blanchard to Cambridge
Irene Street — Holden to Jackson
Holden Avenue — Prouty to dead-end
Purity Spring Road — Pathwoods to dead-end
Chestnut Road — Pathwoods to dead-end
Gidley Street — Princeton to Macon.
Glenwood Road — Purity Springs to Hillcrest
Leopold Street — Hillcrest to dead-end.
Spruce Hill Road — Lexington ST. to dead-end
Glen Avenue — Winn to Derryfield
Old Peach Orchard Road — Peach Orchard to Peach Orchard.
Grant Avenue — Moran to dead-end.
Human Resources Center — Senior Citizen side of building.

In August, Hurricane Bob littered our roadways with trees and other debris. The next few months were spent chipping brush, and hauling stumps and logs from throughout the Town.

Lewis Dubbs, after 20 years of dedicated service to the Highway Division, retired on April 1, 1991. We wish Louie good luck in his retirement.

David McCafferty was promoted to Lead Foreman of the Highway Division.

Respectfully submitted,

William Bannon
Assistant Superintendent
Highway Division

## WATER AND SEWER DIVISION

**RICHARD DUBBS,** a Water and Sewer employee for twenty years, transferred to the Water Treatment Plant to broaden his experience in the complete scope of water distribution and treatment.

**SPECIAL PROJECTS:** Installed two new 50 h.p. motors and pumps, also two new check valves to replace old 40 h.p motors and pumps and leaky check valves. This work was done using Water and Sewer personnel. Also two mechanical seals and one rebuilt pump was installed at Grandview Avenue Sewer Station.

**WATER MAINS** were extended and new hydrants were installed at the end of Arnold Terrace, Wildmere Avenue, Lasallette Drive and Water Station No. 2.

**IMPROVEMENT OF THE PUMPS** was accomplished again this year by installing mechanical seals at the following sewer stations: Partridge Lane, Westwood Street, Bedford Street, Grandview Avenue, Belmont Road, and Douglas Avenue. This will result in reduction of maintenance.

**INVENTORY OF ALL WATER AND SEWER PURCHASED PARTS AND TOOLS** for the last 18 months was conducted, thus reducing duplication of needed stock and also giving control numbers when low.

**REPAIRS OF SEWER MAINS, LATERALS, AND FORCE MAINS** were performed by Water and Sewer personnel.

**SEWER FLUSHING PROGRAM** was continued, concentrating on trouble areas that have more than one blockage. During 1991, 11,361 feet of sewer lines were closed.

**SEWER BLOCKS:** A total of 32, 9,311 ft. of additional sewer lines cleaned.

**SEWER EMERGENCIES:** 97 calls due to power failures and pump failures.

**WATER STATISTICS:**

| | |
|---|---|
| Water Breaks | 24 |
| Hydrants Installed | 8 |
| Hydrants Repaired | 60 |
| Hydrants Flushed | 1,034 |
| Hydrants Painted | 62 |
| New Meters Installed | 167 |
| Locate Water Services | 97 |
| New Valves Installed | 28 |

Respectfully submitted,

Joseph Impemba
Assistant Superintendent
Water and Sewer Division

## WATER TREATMENT DIVISION

The Water Treatment Division was quite busy in 1991, considering that for most of the year the Division was running short-handed. The Division placed on line the new Generator-Storage Facility, as well as the new Sludge Lagoon area. The lagoon construction included the displacement of 4,000 cubic yards of sludge from the reservoir. This removal increased the water capacity of the reservoir by several million gallons and more than compensated for the small area taken up by the lagoon site.



**Sludge Lagoon Adjacement to Reservoir. 1991 Project.**

The Ground Water Treatment Plant produced the second highest volume since it was placed on line. This facility has produced VOC (Volatile Organic Chemical) free water since 1986. Further piloting of this aquifer was performed during 1991 for a future treatment facility, which hopefully will under construction within 3 years.

The facility personnel changed considerably during 1991 with Paul Bieren, after several months of training, starting work on the 3-11 shift, as well as training for his Grade I operator license. Richard Dubbs, made two appearances at the WTP Division with a fill-in transfer in the satellite stations and again as an acting operator to fill-in a vacancy. Both operators are performing well in their new jobs and are a definite asset to the Plant. It is anticipated that in 1992, Sal Grasso will return from an extended sick leave.

It appears 1992 will be a busy year, with further piloting on new wells and possible construction of a new well near P.S.#7. The Mill Pond will be further upgraded, as will designing a testing program for corrosion control.

### SUMMARY SHEET — WATER PRODUCTION IN GALLONS 1991

| | WELL NO. 1 & 2 | MILL POND TREATMENT PLANT | WELL NO. 3,4 & 5 GROUND WATER TREATMENT PLANT | TOTALS |
|---|---|---|---|---|
| JANUARY | 31,573,000 | 55,265,000 | OFF LINE | 86,838,000 |
| FEBRUARY | 30,778,000 | 40,721,000 | | 71,499,000 |
| MARCH | 23,014,000 | 54,877,000 | | 77,891,000 |
| APRIL | 24,278,000 | 58,018,000 | | 82,296,000 |
| MAY | 32,231,000 | 58,409,000 | 22,352,000 | 112,992,000 |
| JUNE | 28,647,000 | 71,859,000 | 18,586,000 | 119,092,000 |
| JULY | 21,654,000 | 92,744, 000 | 21,628,000 | 136,026,000 |
| AUGUST | 26,728,000 | 64,214,000 | 25,054,000 | 115,996,000 |
| SEPT. | 23,208,000 | 44,002,000 | 23,238,000 | 90,448,000 |
| OCT. | 14,707,000 | 48,331,000 | 19,055,000 | 82,093,000 |
| NOV. | 13,047,000 | 53,673,000 | 4,309,000 | 71,029,000 |
| DEC. | 19,015,000 | 49,786,000 | OFF LINE | 68,801,000 |
| TOTALS: | 288,880,000 | 691,899,000 | 134,222,000 | 1,115,001,000 |

## WATER USAGE IN GALLONS

| | |
|---|---|
| Max. Day Consumption: | 6,724,000 |
| Max. Week Consumption: | 36,035,000 |
| Residential Usage: | 469,422,000 |
| Commercial Usage: | 903,728,000 |
| Water Sold to Other Towns: | 2,827,000 |
| Daily Average Usage: | 3,055,000 |

## BILLERICA DIVERSION STATION

Water Pumped to Reservoir in Gallons

| | | | |
|---|---|---|---|
| Jan. | 18,489,000 | July | 0 |
| Feb. | 62,854,000 | August | 92,008,000 |
| March | 229,216,000 | Sept. | 63,162,000 |
| April | 339,020,000 | Oct. | 212,761,000 |
| May | 90,838,000 | Nov. | 99,278,000 |
| June | 108,654,000 | Dec. | 107,314,000 |

TOTAL 1,423,594,000 Gallons

Respectfully submitted,

William D. Keene
Water Treatment Plant Manager

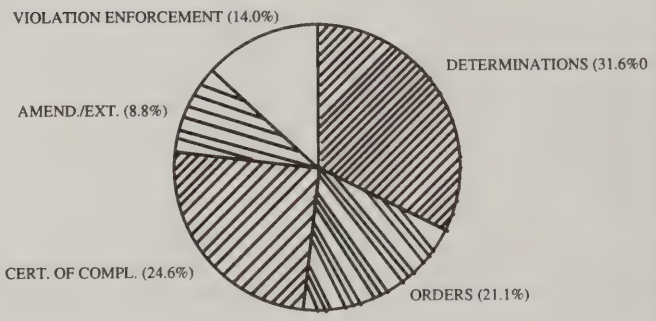
# CONSERVATION COMMISSION

The following report is respectfully submitted by the Burlington Conservation Commission. The report contains a synopsis of the various activities of the Conservation Commission during the past year. The Conservation Commission continued to pursue its two major mandates: protection of sensitive resource areas such as streams, marshes, and lands abutting these areas; and the promotion of passive recreation on lands under the jurisdiction of the Commission. A discussion of both of these activities is detailed within the contents of this report.

The Conservation Commission meets regularly the second and fourth Thursdays on each month. The schedule is subject to some change. Citizen input and comments are welcome and every Commission agenda starts with a time set aside for any concern a person may have that is not an item listed on the agenda.

The Conservation Commission met twenty-tree times during 1991. The regulatory responsibilities of the Commission continued in generally the same trend as the previous years. Figure I summarizes the various regulatory activities of the Commission. There was an increase in the issuance of Certificates of Compliances from 1990 to 1991 which tends to suggest that more projects are being completed. The type of projects under review included some large commercial proposals as well as new single family structures. The investigation and subsequent response to reported violations also increased some in 1991.

**FIGURE 1**
**CONSERVATI0N REGULATORY ACTIVITY - 1991**




The Conservation Commission was involved in a number of efforts to improve the natural flow of streams in the town. Commission Staff held a number of sessions with Community Service Volunteers hand cleaning various stream channels in the town. Town Meeting voted money for the Department of Public Works and Conservation Commission to operate a program to clean streams during the summer. The Commission Staff prepared the necessary documents required to obtain the Order of Conditions permitting that work. The Staff also worked with the

Department of Public Works to identify areas that needed attention and to provide a proposed work schedule to be used by the stream cleaning crew. The summer stream cleaning effort also used, on occasion, Community Service Volunteers, referred to the Commission by the Police Department.

The hand stream cleaning effort involved streams in most parts of Burlington. Streams cleaned included Sandy Brook from Bedford Street to Sandy Brook Road; Sarah Street to Phillip Avenue; Wildmere Avenue at the well field culvert; Cedar Street; Irene Street; Pathwoods Avenue; Rahanis Park, Cresthaven Drive, Susan Avenue; Partridge Lane; Freeport Drive; Phyllis Avenue; Violet Road, Cedar Street; and Wyman Street. The program was headed by Tom Gumbart whose experience and education were invaluable in achieving the goals of the effort while protecting the resource areas under the purview of the Conservation Commission.



**Stream Cleaning Coordinator, Thomas C. Gumbart, Cleans Out Sandy Brook During Summer Hand Stream Cleaning Program.**

**Photo By: Ann Ringwood, Courtesy Of Burlington Times Union.**

The stream cleaning crew walked the length of many streams, removing numerous items from the channels that impeded the flow of water. Illegal and improper dumping constitutes a major factor in the disruption of the flow of streams in Burlington. Truckloads of trash, rubbish, and other domestic debris were removed from the town's streams during the months of July and August. Blocking the natural course of water contributes to changes in the streams that will increase flooding, both in frequency and in the extent of flooding. The Conservation Commission has adopted a goal to try to revisit many of those areas where streams were cleaned to identify parties who may be improperly disposing of materials and to seek the appropriate penalties in such instances.

The summer stream cleaning effort also included the removal of sediment and sand from the streams. A number of culverts have become partially blocked by sand. Working with personnel in conjunction with the Department of Public Works, the stream cleaning crew spent time clearing sediment from the inlets and outlets of culverts. This work was done along roadways and was easiest in places where a culvert (pipe) had not been extended great distances across land. The purpose of the cleaning was to allow the pipes to flow freely and to remove sand that had, in some instances, partially blocked the pipes. The stream crew would dig areas and pile the sediment that was for then lifted by machine into a truck. Also, piles of sand were collected, which the Department of Public Works then picked up and hauled to the appropriate disposal site. In all instances the crew used proper sediment controls to prevent further damage to the brooks.



**Conservation Administrator, Brian Monahan, Inspects A Hand-Cleaned Brook.**

**Photo By: Ann Ringwood, Courtesy Of Burlington Times Union.**

The Conservation Commission also worked with the Department of Public Works to explore the use of equipment in streams. The Commission worked at length to develop an Order of Conditions that would protect the resource areas while permitting the use of equipment in a very precisely defined operation. This work proved to be of limited success and it is a goal of the Commission to explore what can be done to build upon the information obtained from this effort. The use of equipment in a manner that does not harm the bank of the stream, does not alter wetlands abutting the stream, and does not create new problems takes very precise equipment that has the ability to work in very difficult areas.

The Conservation Commission again was involved in land management efforts. Six gates were installed, using money appropriated for land management by Town Meeting. These gates are at the Mill Pond Reservoir, and one is on Town Line Road. This is the first year of what the Commission hopes will be an on-going effort to promote some form of land management project intended to increase the use of the lands for passive recreation. The Commission is working to develop a map that will be available to the public and will identify lands under the jurisdiction of the Conservation Commission, with a caption as to how to locate the area and determine access. Other efforts are being considered to help citizens use these lands in the manner intended when they were put under the Commission's jurisdiction.

The Cub Scouts were involved in an effort to restore lands at the Sawmill Brook conservation area. The Tennessee Gas transmission line passes through this land. The pipe was increased in capacity and relocated last year. That construction left a portion of the Sawmill Brook area disturbed and without vegetation. Funds were provided for this area and seedlings were purchased from the Middlesex Conservation District. The Cub Scouts, with their pack leader, V. Tobias, spent a Saturday with the Conservation Administrator and Intern planting the various seedlings along the disturbed area. Since the area is exposed and seedlings were used, it is expected that additional plantings will be needed.



**Local Cub Scout And Parent Participate In Planting At Tennessee Gas Pipeline Site As Part Of Earth Day Activities. Photo By: Brian Monahan.**

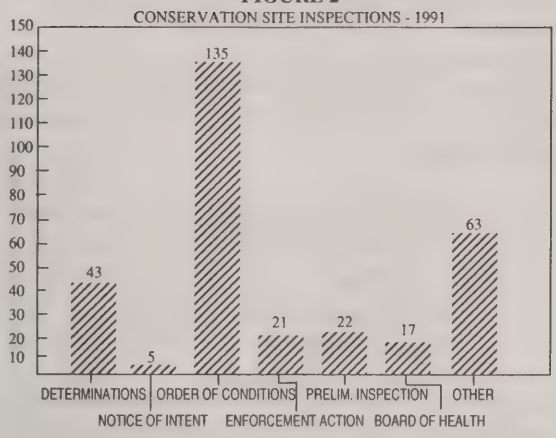


**Earth Day Planting Activities In Burlington. Photo By: Valorie Tobias.**

Changes came to the membership of the Conservation Commission in 1991. Karen Moyer, a Commissioner for three years, was not selected for reappointment in June. Also, Michael Cheifetz, a Commissioner since 1979, was not confirmed as an appointee to the Conservation Commission. The Commission wishes to acknowledge the contributions of both the members lost in 1991. The many years of experience as both a Commissioner and Chair to the Commission of Mr. Cheifetz will be difficult to replace. The Commission welcomes the two newest Commissioners: Cynthia Burkhart and Larry Cohen. Their contributions will be welcome as the Commission continues to consider many difficult and complex issues.

Figure 2 summarizes the site inspections made by Conservation Staff during 1991. The Staff provides support to the Commission and has been involved in a wide range of projects. The Conservation Administrator is assisted by a Clerk, and for a portion of the year, by an Intern. Theresa Murphy is the current Intern and has been involved with a number of projects including land management activities. She provides a technical background that is useful in many areas where the Commission has jurisdiction. The charts in this report have been created by her and much of the administrative organization is coordinated through her. Land management projects are largely the responsibility of the Interns, making them critical contributors to the Commission's passive recreation mission.

**FIGURE 2**




Both the Conservation Commissioners and Staff continue to pursue training that will enhance their efforts to fulfill the mandates of the Commission. These efforts include seminars, courses and other training activities when available and within the budgetary restrictions. The various education resources are useful in providing the Commission with the latest information to assist them in improving the overall performance of the Commission. It is the responsibility of the Conservation Commission to protect natural areas that are vital to the prevention of pollution, minimizing flooding, and protection of resources including water supplies. The Conservation Commission shall continue to pursue a course that meets, to the best of their abilities, that mandate.

Respectfully submitted:

Burlington Conservation Commission
Catherine O. LeBlanc, Chair
Constance McElwain, Vice Chairman
Valorie Tobias, Treasurer
Cynthia Burkhart, Commissioner
Larry S. Cohen, Commissioner
John Crosby, Commissioner
Stanley Murphy, Commissioner
Brian J. Monahan, Conservation Administrator
Margaret Merlesena, Clerk

# BOARD OF APPEALS

The Board of Appeals of the Town of Burlington is created under Section 9.5.1 of the Zoning By-law, pursuant to Chapter 40A of the Massachusetts General Laws. The two alternate and five permanent members of the Board are appointed by the Town Administrator to unpaid terms of one and five years respectively. Its purpose is to hear and decide appeals from an adverse decision of the Building Inspector or any Town Board, to make determinations in Flood Hazard Districts, to hear and decide petitions for variances. In particular instances to permit signs in a Business or Industrial Zoning District larger than those specified in the Zoning By-law and, to issue comprehensive permits under MGL Chapter 40B.

The vast majority of cases heard by the Board are petitions for variances from strict compliance with the Zoning By-law. After giving notice, by mail, to the abutters of the affected parcel and giving notice to all others by newspaper publication, the Board holds a public hearing to hear all of the evidence either in favor of or in opposition to the granting of the variance.

In order to grant a variance from the strict requirements of the applicable zoning by-law, the Board must find the following:

1. That, owing to circumstances relating to the soil conditions, shape or topography of such land or structure which is the subject matter of the petition for a variance, and especially affecting such land or structure, but no affecting generally the zoning district in which it is located, a literal enforcement of the provisions of the zoning by-law would involve substantial hardship, financial or otherwise, to the petitioner.
2. That desirable relief may be granted without substantial detriment to the public good.
3. That desirable relief may be granted without nullifying or substantially derogating from the intent and purpose of the by-law.

The burden upon the Board of Appeals is a great one and cannot be taken too lightly because the collective decision that it makes will have a lasting effect upon the Town and its citizens. It is the only Town Board with explicit authority given by the State Legislature to actually allow citizens to avoid complying with the law, in appropriate situations.

There is no set formula by which the Board can make its decisions so that every decision appears compatible with the other. What may be a substantial derogation of the intent and purpose of the zoning by-law in one petition may not be so in another. Consequently, it is difficult to compare any one decision of the Board with another. Each case must be treated individually and must stand on its own merits and not be decided by precedence.

In 1991 the Board heard 52 cases which generated $7,200 in fees. Expenses not including salaries were $6,292.

The members of the Board of Appeals are pleased and honored to serve the Town and look forward to another successful year of dedicated service to its citizens.

Respectfully submitted,

Jayne Hyde - Chairman
Mario Culot - Vice Chairman
Carl Giannelli - Clerk
Franklin Pierce
Edwin Kiley
John Leary - First Alternate
Linda DiPrimio - Secretary

# BUILDING INSPECTORS

I herewith submit my report as Building Inspector for the year 1991. The number of permits issued and estimated value of construction are as follows:

| Types of Permits | Number of Permits | Estimated Value |
|---|---|---|
| New Dwellings | 27 | $2,564,500.00 |
| Commercial Structure | 2 | 2,278,400.00 |
| Residential Additions | 120 | 2,208,253.00 |
| Commercial Additions | 3 | 272,000.00 |
| Residential Alter/Remodel | 180 | 929,520.00 |
| Commercial Alter/Remodel | 139 | 8,978,979.00 |
| Residential Garages | 11 | 105,843.00 |
| Swimming Pools-Inground/Above | 20 | 58,148.00 |
| Signs | 112 | 243,588.00 |
| Miscellaneous (tents, sheds, wood/coal stoves, kiosks, demolitions of structures & interior demolitions) | 58 | 432,845.00 |
| Temp Motor Home | 1 | 1,500.00 |
| Commercial Gas Tank | 1 | 22,000.00 |
| Foundation | 3 | 114,700.00 |
| Miscellaneous - Asbestos removal, temp. trailer for MRI at Lahey Clinic system for ground water clean up | 3 | 101,650.00 |
| Enclose Existing Pool | 1 | 20,300.00 |
| Town of Burlington Property-replace decaying boards & replace tar roofing with rubber roofing | 1 | 4,000.00 |
| TOTALS | 682 | 18,336,226.00 |
| Estimated value of construction for the year 1991 | | $18,336,226.00 |
| Building permit fees posted | | $48,915.00 |
| Number of permits issued | 682 | |
| Applications for certificates of Inspection | 19 | |
| Fees collected for Certificates of Inspection | | $865.00 |

In May, 1989 Town Meeting, the Town of Burlington adopted Massachusetts General Law Chapter 40, Section 21d, entitled "Non-criminal Disposition", empowering the Building Inspector, Plumbing/Gas Inspector, and Wiring Inspector the authority to issue set fines on any person or property which violates the Town of Burlington general laws and the Town of Burlington zoning by-laws.

| | |
|---|---|
| Non-criminal Tickets Issued | 86 |
| Warnings Issued | 1 |
| Court Order Dismissals | 9 |
| Fines Posted | $6,000.00 |
| Fines Paid | $1,450.00 |
| Fines Still Outstanding | $2,500.00 |

Respectfully submitted,

John J. Clancy
Acting Inspector of Buildings for
Francis R. Moran
Inspector of Buildings

# WIRING INSPECTOR

I herewith submit my report as Wiring Inspector for the year 1991

| | |
|---|---|
| Total Fees Posted | $10,270 |
| Number of Permits Issued | 592 |
| Total Number of Inspections Made | 1,037 |

Respectfully submitted,

William E. Fairweather

# PLUMBING AND GAS INSPECTOR

I herewith submit my report as Plumbing and Gas Inspector for the year 1991

| | |
|---|---|
| Plumbing | |
| Total Fees Posted | $8,609.00 |
| Number of Permits Issued | 282 |
| Gas | |
| Total Fees Posted | $7,610 |
| Number of Permits Issued | 334 |
| Sewer | |
| Total Fees Posted | $500.00 |
| Number of Permits Issued | 21 |

Total number of plumbing and gas inspection madefor the year 1991

1212

Respectfully submitted,

William Callahan
Inspector of Plumbing and Gas

# VETERANS SERVICES

Office Hours: Monday through Friday 8:30 a.m. to 4:30 p.m.
Evenings by appointment

**RECEIPTS:**

| | |
|---|---|
| State reimbursements for 1991 | $ 15,712.17 |
| Federal VA Awards for 1991 handled through our office for Burlington residents | 71,873.00 |

Number of veterans in Burlington in 1991 2,547

This office provides service in a variety of areas, among which are the following:

1. **VETERANS BENEFITS** - Massachusetts General Laws Chapter 115 grants eligible Burlington veterans and their dependents food, clothing, shelter and medical care. The costs of these benefits are usually borne twenty five per cent (25%) by the community and seventy five percent (75%) by the State. In certain instances money is recovered from the veteran if he or she later receives compensation settlements, court judgments or other qualified proceeds. These benefits are intended to be temporary in nature and not a full time support system. The definition of veteran is provided in MGL Chapter 4, Section 7, Clause 43.

2. **VETERANS ADMINISTRATION** - US Code, Title 38 directs federal benefits to eligible Burlington Veterans and their families. These include pensions, disability compensation, final expenses, education, hospitalization, mortgage assistance, outpatient care and domiciliary care. Introduction, exploration, evaluation, assistance and counseling are offered at the local level to facilitate access to these programs.

3. **DECEASED VETERANS** - Assistance is offered to families of deceased veterans in reviewing available benefits, filing for government life insurance, obtaining burial allowances and markers, and obtaining burial lots in Chestnut Hill Cemetery.

   Each veterans grave was inspected prior to Memorial Day with the help of Harry Enos and he was complemented and thanked for his excellent caretaking.

4. **GRAVES OFFICER** - Section 9 of Chapter 115 MGL requires flags of the United States to be placed on graves of deceased veterans each Memorial Day. Cooperation in this responsibility has always been afforded by the Town's Cemetery Department. Individual markers and wreaths are purchased for the graves and for the eighteen commemorative monuments.

5. **ALLIED VETERANS COUNCIL** - The Veterans Agent is a member of the Burlington Allied Veterans Council comprised of representatives of the American Legion Post #273, VFW Post #7423, DAV Post #113 and the Burlington Detachment of the Marine Corps League. Much effort is put forth to insure proper observances of Memorial Day and Veterans Day. The Council further conducts Poppy (Forget-me-Not) sales through its member organizations at the Town's election sites. Veterans Day 1991; the Council observed the occasion with a flag raising ceremony at the Town Common and then moved to the Old West School (Bedford Street and Francis Wyman Road) where this square was dedicated to Charles P. Casassa for his many years of service to the town and the veterans. Memorial Day 1991 saw a large gathering of citizens to pay their respects to fallen veterans of past wars and to honor the veterans of Desert Storm who had returned home. Also honored were those still over in the Persian Gulf and those who had lost their lives during this operation. The Burlington High School Band and the Citations performed excellently. Burlington can be proud of its citizens and the young people who gave their time and effort to this event. The Allied Veterans Council gave their usual invaluable support.

6. **VETERANS AFFAIRS** - Numerous consultations with local veterans regarding employment possibilities, rehabilitation through various programs including the State and Federal Outreach Centers, individual problems, effects of new legislative proposals and updating of existing programs continue to claim a proportionate share of the time spent by this office. The recession in our area has increased the number of veterans out of work and searching for gainful employment. This office is also a member of the Middlesex County Veterans Agents Association which exists to keep its members up to date of the changing rules, regulations and statutes of the State and Federal governments as pertain to veterans and their dependents.

7. **FUEL ASSISTANCE** - Eligible Burlington Residents under sixty years of age apply for this State/Federal program through this office. As of December 31, 1991 over 150 families will have received funds for the 1991/1992 fuel season.

8. **SURPLUS FOOD PROGRAMS** - This office, with volunteer help, distributed surplus food products to needy Burlington Residents. Flour, corn meal, butter and other items were received by those who came. Further disbursements were made at Tower Hill and Birchcrest Arms. The offering is made through the Department of the Interior on a quarterly basis for those needy persons who are income or categorically eligible. The Recreation Department under Jim Marchese is to be commended for their services to this program by picking up the commodities in Wilmington and getting out here to the recipients. Miriam Malkasian, Paul Christiansen, Harold Smith, Mr. and Mrs. Foster and George Kepple all faithfully assist as well as others.

9. **PEOPLE HELPING PEOPLE** - This office also assists People Helping People, a non-profit organization governed by a Board of Directors and supported by funds and gifts for the greater Burlington Community to assist those less fortunate throughout the year. Well over 100 families were assisted in 1991.

10. **NATIONAL ORGANIZATION OF DISABILITY** - This office has been appointed by the Selectmen as Representative for Burlington to the National Organization on Disability Community Partnership Program (CPP). Comprehensive new legislation was signed by President Bush on July 26, 1990 which has far reaching implications concerning people with disabilities. (ADA - Americans with Disabilities Act) A survey of municipal buildings including public school buildings to ascertain their accessibility was completed. A questionnaire has been prepared and will be mailed to town residents to ascertain the needs of the disabled and which homes have a disabled member.

11. **GENERAL** - Our offices are located at the Old Center School now numbered 61 Center Street - second floor - Room 212. We are pleased that we have more room and can provide better surroundings for those persons who need our services, particularly those who may be with us to discuss a lost loved one or need counseling. We are located as part of the Human Services Building — Senior Citizens on the first floor, Recreation Department next door, Board of Health, Public Health Nurses Office and the Burlington Community Life Center down the hall.

It is requested that appointments be made if at all possible to allow the most efficient allocation of time to these many programs. We are but a two person office and it requires us to plan carefully to accommodate the various requests for veterans assistance or food distribution or civil service requisitions, etc..

Lastly, thanks again this year to all who have volunteered help in our programs, to the Veterans Administration, the State Office of Veterans Services, Harry Enos and the Cemetery Department, Jim Marchese and the Recreation Department, Steve Duke and the Civil Defense, Paul Arsenault and the custodians, and Bob Lochiatto and the Burlington Allied Veterans Council.

Respectfully submitted,
William J. Lewis, Director



**Father Rafferty from St. Malachy reading a few words of thanks during the dedication of the West School.**

# BURLINGTON COMMUNITY LIFE CENTER ANNUAL REPORT

The Burlington Community Life center is a Town Department with the responsibility for providing mental health and social services to families with adolescents and young adults. BCLC also provides information and referral services for all Burlington residents of any age.

The BCLC has been in operation since 1974, when it became a Town Department. Prior to this, the agency opened under the name of House of Common in 1972.

The BCLC works with adults and young people on such diverse problems as drug and alcohol use, parenting skills, family conflict, marriage and relationship problems, depression and suicide, neglect and the like. The BCLC is funded by the Town of Burlington and provides free services to residents.

The BCLC offers individual, group, and family therapy services to residents of the town, and our philosophy is oriented toward involving entire families in treatment whenever possible. Since it is within the family that these problems are most acutely felt, and these same families often possess the best and most available resources to resolve these problems, we believe that family therapy is often the most useful and effective means of treatment.

Our services are available by referral or by personal contact with the BCLC staff during its office hours of 9 am to 5 p.m., Mondays through Fridays (telephone #270-1961) including walk-ins during the daytime hours when staff are available. Evening appointments can be scheduled for working family members, but must be arranged by contacting the BCLC offices during the daytime hours.

During evening hours and on weekends, the BCLC's telephone answering machine will collect messages for BCLC staff members and refer callers to a 24-hour back-up emergency mental health service, if there is an immediate crisis which cannot wait until staff are available.

**INTERDEPARTMENTAL/AGENCY COLLABORATION:**

BCLC staff work collaboratively with other Town Departments and other mental health and social service agencies. This year we have, at the request of Jim Trentini, of the High School Health Department, provided workshops on depression for sophomore health classes.

Peggi Stallings Durand, BCLC therapist, served with Dennis Thompson, Youth Services Officer, as co-chair of the Town's Drug & Alcohol Task Force during the 90-91 academic year. In June, 1991, Ms. Durand was reelected as co-chair, along with resident Mary Jo Brady, to serve the 91-92 term.

Ms. Durand and Charles Franich have also worked very hard with the school department, in particular, Ellie Packer, in developing a Peer Alcohol Education Program with over 115 Juniors and Seniors at the high school. These high schoolers then speak with between 200-250 seventh graders during several sessions in the Spring about the dangers of substance abuse. The goal is that the seventh graders may be receptive in a different way to these issues when hearing them from other youths. The design of this program has been in demand by other schools across the state as a model for others interested in attacking the problems of substance abuse through peer education.

BCLC staff also regularly met with members of the Burlington Clergy Association and were involved in local and regional meetings of agencies and programs concerned with mental health or social services (Department of Mental Health, Department of Social Services, and other adolescent service organizations: Arlington Youth Consultation Center, Woburn Council of Social Concern, Replace of Lexington, and youth commission in the eastern part of the state.

**SOCIAL SERVICES**

The BCLC also offers ALL Burlington residents a range of social services including the administration of resources offered through People Helping People, Inc. The BCLC has been involved on the Board of Directors of PHP. This is an umbrella organization made up of community volunteers who help oversee and coordinate three established groups: Burlington Santa, Covenant for Basic Needs, and the Community Pantry. Many residents are already aware that the Santa program helps families during Christmas. However, some other extensions of this program have been to help needy families with summer camperships, back-to-school clothes and the like.

The Covenant for Basic needs, which is managed by the People Helping People, works with the Clergy Association in providing limited help for those residents experiencing financial emergencies. The BCLC Staff generally screens those applying for this assistance. In 1991, we handled more than 70 requests involving over 140 residents.

Similarly, we help screen applicants to the Community Pantry for those families experiencing emergency food shortages. The Pantry also provides Thanksgiving Food Baskets for the needy.

Several residents have devoted much time and energy into making this program work. We would again like to make special note of the tireless efforts and special dedication of Miriam Malkasian for her involvement in the Community Pantry. Mimi has continued to serve as the chairperson of People Helping People and has provided the backbone for this service organiza-

tion. Our thanks to Mimi, members of the PHP Board and all those residents who contributed time, talent and money to help PHP through another year.

BCLC also maintains an extensive information and referral service to assist ANY resident in locating the particular social service he/she may require. BCLC Staff have assisted young people and their parents in situations requiring hospitalizations, finding appropriate emergency or residential care, foster care and the like. Due to dwindling resources and program cuts, this search has become more difficult and sometimes resources have been unavailable.

**STATISTICAL NOTES:**

An average of 212 residents per month received counselling.

**Caseload Age Distribution (12 months):**

152 Adults (26 & Older)
49 Young Adults (18-25)
59 High School Age (14-17)
86 Middle School Age (11-13)
29 Elementary Age (5-10)
3 Pre-school (4 & younger)

**Treatment Modality:**

170 Family Treatment
- 89 Adults
- 81 Adolescents & Children

88 Individual Treatment
- 38 Adults (parent with adolescent in family)
- 50 Adolescents & Children

62 Team Treatment
- 25 Adults
- 37 Adolescents & Children

58 Group Treatment
- 58 Adolescents & Children

Referral Sources: 46% of our referrals came from the School Department, the bulk of these from the Middle School, then the high school.

— 19% approximately, referred themselves to BCLC because they were already aware of our services; a majority of these self-referred clients were former clients who returned to deal with new crises or issues and because they were happy with the services provided previously.

— 8% were referred by a friend and about 67% of these friends had been clients at BCLC and recommended our services.

— 4% were referred by family members.

— 13% referred by the community:
- 14 cases by the police
- 8 cases by clergy
- 6 cases Dept. of Mental Health
- 4 cases by psychiatric crisis team
- 1 cases by Dept. of Social Services
- 7 cases by family doctor
- 1 case by a lawyer
- 5 court

—10% were referred from other sources:
- 5 psychiatric hospitals
- 13 other therapists or mental health clinics
- 18 in-house referrals (i.e., youth in group referred for family treatment)

**People Helping People Activity**

— Community Pantry: 79 requests serving 242 residents.

— Covenant for Basic Needs: 70 requests serving 140 residents.

There is evidence of a broad base of support in the community as more people are aware of and confident in BCLC's services.

**OTHER COMMUNITY SERVICES:**

As in previous years, the BCLC provided administrative and other support to a number of programs in the community beneficial to our residents. The coordination of the FISH program matches residents in need of transportation services with volunteer drivers. Over 238 rides were provided through. This service. Also, 39 requests were received for our Rent-Kid program which matches youths with residents requests for odd jobs.

**TRAINING**

The BCLC provides training to graduate student interns as a part of their professional education, as well as to qualified community residents who volunteer their services to the Life Center. BCLC has provided field placement training to graduate students from Boston University, Simmons College, Lesley Graduate School, Tufts University and Northeastern University.

**BOARD OF DIRECTORS:**

The Board of Directors at the Community Life Center continued their involvement during 1991 and their help and support is deeply appreciated.

**Board members for 1991:**

Michael Howard, Chairperson — Fr. John Crispo
Betty Murphy, Vice-chair — Joanne Fitzpatrick
Terry Bishop — Viola LeBlanc, Appointed 6/91
Mary Cochran
Robert Conceison, Resigned, 5/91 — Russ Peterson
Ellen Cox — Barbara Ryan

**SUMMARY:**

Regrettably, we experienced the loss in June of an excellent individual and family therapist, Jane Burgess, who held a part-time position funded by the State. (Jane's position was funded by the town for several months to allow for a transition time for clients.) Her presence is sorely missed by those she served and by the BCLC Staff.

There has been an increased demand for services in difficult economic times, with less staff to handle the load. However, the tone and morale among the staff continues to be very positive and we all look forward to another year of service to town residents. Our thanks to many in the town who have supported this agency.

Respectfully submitted,

Wesley M. Simmons, Executive Director

# COUNCIL ON AGING

To many of Burlington's Senior Citizens the past year has been, to paraphrase Dickens, the best of times and the worst of times. It has been a good year because the seniors have had the use of the Kelly Murray Wing, its first full year, and because all services in general have worked so well. Our shaky economy may put some of those services in peril, because of the necessity of changing insured health programs and the uncertainty such changes bring to the elderly, some of whom are plagued with medical costs spiraling seemingly out of control, and because of growing concern with their welfare as fixed incomes shrink in value.

Simply put, the Council on Aging is responsible for the development and implementation on the local level of social, educational, recreational, health and informational programs to improve the health and welfare of its senior citizens. It cooperates fully with the Office of Elderly Affairs, Minuteman Home Care, The Fuel Assistance Program, other Town Organizations, certain volunteer units, such as People Helping People, and the Community Pantry, and with the Burlington Senior Citizens Organization.

To do its best along those lines, those seniors visiting a Center may take advantage of Bill McNamara's Art Workshop; opt to spend time in Quilting class; do calisthenics or dance (We do miss the effervescent and energetic Florence Denucci, who passed away in July); make an appointment to receive legal aid - taxes, insurance, money problems; use the fitness room, play cards or shoot pool in the recreation area; join the dozens who love to play bingo on Thursdays; or even take computer lessons.

Kay Cavanaugh does a marvelous job with the help of volunteers in preparing and serving a noon meal five times a week and is supervising meals on wheels to shut-ins delivered by volunteers. In fact, much of the effort expended at the Senior Center is by volunteers, such as set-up and clean-up. Such involvement by seniors has made their Holly Fair, their cook-out and other social events notable successes.

The SET Program(Seniors and Elderly Together), a program that brings students at the high school and senior citizens together, has been a real success for the fourth year. Since health care for the elderly is likely to become an interesting and expanding profession in the future, to make our young people aware of both the problems and the experience of the elderly certainly merits the continuance of this program.

In our society today, many seniors tend to be lonely and confined. Thus the Council on Aging welcomes the efforts of community agencies to bring them out to meet and talk to their peers. We do appreciate the Rotary Club for its yearly banquet for seniors in February, and also do thank Bob Matarazzo of Brighton Travel and Carl Restivo of Sammy's Deli in Winnmere for their delightful Italian dinner last November.

The Council on Aging also wishes to express its appreciation on behalf of Burlington's Senior Citizens for the interest of the Board of Selectmen in the wishes of elderly residents to buy cemetery lots for themselves and their spouses. Twenty-five grave sites in Chestnut Hill Cemetery were made available for those interested who were over seventy years of age and had been residents of the town for twenty years or more. Because grave lots are becoming so few, the Council on Aging went on record as supporting the warrant article asking that some of the Seminatore Property be made cemetery space.

The Council on Aging has shown an interest in elderly housing, in an Alzheimer Care Program, and in cooperating in the Community Development Proposal.

In September, the van used to transport the elderly to the Center, The Lahey Clinic or to doctor's appointments caught fire as it entered the parking lot. Luckily, no one was in the vehicle at the time except the driver and he managed to escape before the van was enveloped in flames. The new van will have appropriate exit doors and be handicap accessible, something the old van did not provide. The old van had only been in service a year.

Bill McNamara and his wife Claudia, continue to do an excellent job editing and printing the monthly C.O.A. Newsletter.

The Council on Aging was saddened in October by the death of one of its longtime members - Peggy Brunt - our public relations person. Finally, leaving the Treasurer's position was

Helen Humphrey to whom the Council owes a sincere "thank you" for a job well done over the past difficult years. The resignations of Rosemary Farrell and Jane Laboda are accepted with regret.

The first prom in the Kelly-Murray Wing was held in May. Our seniors participated once again in the Walkathon at the Mall to raise funds to help Minuteman Home Care, and lap robes, poinsettias and other goodies were delivered to shut-ins and those Burlington residents in nursing homes in time for the Christmas Holidays.

The Council on Aging, wishes to extend its gratitude and congratulations to all those people who helped in any way to make our seniors retirement years a little easier, healthier and more pleasurable.

Respectfully submitted,

| | | |
|---|---|---|
| John 'Ed" Fogelberg | - | Chairman |
| William McNamara | - | Vice Chairman |
| Jane Skelton | - | Secretary |
| Mary McBay | - | Treasurer |
| Ellie Bonfanti | | |
| Ellie Browne | | |
| Winifred Enos | | |
| Mary Smith | | |
| Paula Torti | | |
| Jeanne Garrett | - | Coordinator |
| Mary Patterson | - | Clerk |
| Marie Sotiros | - | Clerk |
| James Larson | - | Van Driver |
| Edward Terenzoni | - | Van Driver |
| Larry Giannetti | - | Back-Up Driver |
| Suzanne Hill | - | Health Benefits Counselor |
| Miriam Malkasian | - | S.E.T. Program |
| Kay Cavanaugh | - | Lunch Program |
| Bill McNamara | - | Bulletin & Beano |

# WEIGHTS AND MEASURES DEPARTMENT

Each year in my Annual Report, which I have done for the past eighteen years, I mention the fact that this year has been a record year as to the number of inspections and the amount of funds turned in to the Town Treasurer's Office. Even with the downturn in the economy, I am happy to report that 1991 was another record year for this Department.

The general public may have noticed in the past few years that more and more items in the Supermarkets are sold by the pound and where the consumer once bought certain fruits and vegetables by the dozen, these same items are now sold by the pound. Therefore, instead of having one or two scales in the Produce Department, stores now have one scale at every check-out counter, which means more inspections for this Department and more fees collected for the town.

For the 1991 Calendar Year, this department inspected 398 weighing and measuring devices and turned in to the town Treasurer's Office a total of $ 1,096.00.

Respectfully submitted,

Alfred D. Laing
SEALER

# TREASURER/COLLECTOR

The Town of Burlington lowered its Residential property values by 10% and for commercial and industrial property, an average decrease of 15%. This was a direct result of the decrease in the economy and a soft real estate market. This reduction in values represented a decrease in the total value of all property in the Town from $2,392,240,830 to $2,129,524,720 or a $262,716,110 decrease in total value. This was the first time since I can remember that the Town's value of property actually dropped.

Town Meeting voted a 5% tax increase, bringing our tax levy from $31,997,881 to $33,444,594. This was done even though operating budgets were increased by only 1%. The tax increase was necessary in order to make up for revenue losses in State Aid of $1,441,000 and an increase in the Massachusetts Water Resources Authority Assessment of $564,655.

Under the classification of Property, the Town has two rates it uses to allocate the tax burden effectively. Below is the breakdown of taxes levied for fiscal year 1992 for the Town of Burlington.

SCHEDULE

| (A) CLASS | (B) LEVY PERCENTAGE | (C) LEVY BY CLASS | (D) VALUATION BY CLASS | (E) TAX RATE |
|---|---|---|---|---|
| Residential | 36.7631% | $12,295,239.78 | $1,193,712,600.00 | $10.30 |
| Commercial | 47.1575% | $15,771,647.30 | $697,860,500.00 | $22.60 |
| Industrial | 12.9758% | $4,339,726.58 | $192,023,300.00 | $22.60 |
| Subtotal | 96.8964% | $32,406,613.66 | $2,083,596,400.00 | — |
| Personal | 3.1036% | $1,037,980.03 | $45,928,320.00 | $22.60 |
| Total | 100.0000% | $33,444,593.69 | $2,129,524,720.00 | — |

Town Meeting voted to accept Chapter 653 of the Acts of 1989, effective for fiscal year 1992 to implement a quarterly tax billing system. This new system will allow the Town to collect the monies due for real estate and personal property taxes four times a year, thus eliminating the need to borrow. This will save the Town anywhere from $90,000 to $120,000 a year in interest expense. We will also increase our revenue on investment earnings because we will have more money for longer periods.

Town Meeting also voted approval for the renovation and construction of the new police station project which is the union school property. Town Meeting authorized by a two-thirds majority on May 15,1991, the bonding of $2,725,000 for a twenty year period. This bond issue was combined with the bond issue for the Ice Palace for $1,550,000, to bring the total issue to $4,275,000. The Town was able to save considerable money by combining these two bond issues. The sale took place on December 16, 1991 and the interest rate received was 6.1738%. The Town will save thousands of dollars in interest by timing the issue when interest rates were low.

The Town of Burlington was notified by Blue Cross/Blue Shield on September 12, 1991 that, based on its current enrollment figures, the active indemnity population of its group was below the required 20% minimum. The Town had been planning for this action and met with unions representing all employees, and we also had several meetings with our retired employees.

The Town, through the negotiating efforts of Pat Mullin, David Owen, and myself was able to negotiate a unanimous agreement for health insurance benefits in the future. The memorandum of agreement has been signed by the Town and unions representing all employees. Effective January 1, 1992, the town's health insurance offerings will continue to include Bay State Health Care, HMO Blue, with Harvard Community Health Plan added.

The ratification of this agreement settles a major future budget item that could have ended up in court with large legal expenses involved. Instead, the Town and its employees can now plan on a reasonable health insurance premium. This action moves all active employees into HMO plans, thus eliminating the expensive indemnity plans that would have resulted in large premium increases annually. The Town and the unions will continue to investigate new options as they become available.

The retired employees who were in the traditional indemnity plan or carve out plans were transferred into the Medex Plan administered by Blue Cross/Blue Shield. Bay state "65" was still offered and the retirees enrolled in Lahey HMO were able to transfer to HMO Blue and continue their coverage. This health insurance transition was a major accomplishment for the Town considering 900 employees are affected and there was very little disagreement with all parties concerned.

The following is a listing of gross and net payrolls, included are the withholding for the years 1987 through 1991.

| | 1987 | 1988 | 1989 | 1990 | 1991 |
|---|---|---|---|---|---|
| Gross Payroll | 23,275,539.08 | 24,436,012.95 | 26,990,145.62 | 28,184,868.99 | 30,558,047.86 |
| **WITHHOLDINGS** | | | | | |
| Federal Tax | 3,568,667.09 | 3,566,151.66 | 3,781,674.73 | 3,737,018.39 | 3,961,540.77 |
| State Tax | 1,040,853.38 | 1,109,318.56 | 1,284,493.99 | 1,491,761.32 | 1,698,842.17 |
| County Retirement | 593,611.03 | 661,505.35 | 765,152.60 | 847,817.48 | 936,223.32 |
| Teachers Retirement | 576,311.43 | 605,200.71 | 666,999.67 | 696,569.21 | 769,091.44 |
| Chap. 32-B Health Ins. | 476,491.46 | 361,657.08 | 536,278.80 | 703,599.16 | 803,651.69 |
| Credit Union | 2,482,736.41 | 2,627,052.25 | 2,900,240.20 | 3,074,704.62 | 3,286,067.58 |
| Tax Annuities | 293,473.72 | 252,292.30 | 281,330.90 | 287,517.69 | 306,124.75 |

| | | | | | |
|---|---|---|---|---|---|
| Pebsco | 305,800.62 | 396,657.18 | 480,816.82 | 476,726.30 | 559,966.39 |
| Teachers Association | 79,073.38 | 77,655.37 | 85,737.63 | 87,768.68 | 100,045.00 |
| Union Dues | 63,097.06 | 69,171.12 | 71,217.87 | 82,436.96 | 77,080.85 |
| Suspense | 30,191.21 | 31,500.00 | 36,290.25 | 43,959.18 | 48,692.47 |
| United Way | 3,172.60 | 4,083.77 | 6,485.32 | 5,996.66 | 6,528.65 |
| Life Insurance | 34,437.00 | 36,170.75 | 37,407.03 | 61,500.22 | 79,031.87 |
| Medex Hosp. Ins. | 24,663.19 | 44,717.12 | 67,454.28 | 84,756.04 | 102,478.38 |
| Social Security | | | | | 31,969.39 |
| TOTAL WITHHOLDINGS | 9,572,579.58 | 9,843,133.22 | 11,001,580.09 | 11,682,131.91 | 12,767,334.72 |
| NET PAYROLL | 13,702,959.50 | 14,592,879.73 | 15,988,565.53 | 16,502,737.08 | 17,790,713.14 |

During these difficult financial times the Town must continue its conservative approach to any increase in taxes. The Town has spent sixteen million dollars in the last eight years in Capital improvements, such as; $2,500,000 for water distribution upgrade. $850,000 for reservoir Improvements to improve the water supply. Phase I, ground water treatment plant, $600,000. Looping water mains designed to increase pressure and eliminate stagnant spots, $300,000. A pavement management program to reconstruct our roads, $2,100,000. Upgrading Fire, Police, and D.P.W. equipment and machinery $1,600,000; a master drainage program to improve the sewer system which costs $1,800,000. We have also built a new fire station for 2,000,000 and a new human services and recreation building (center school) costing $2,200,000. These expenditures were all done through the tax rate without any long term debt incurred. Residents and business together have paid for these major improvements. We who live and work in Burlington can be proud of what we have accomplished and the quality of life we share.

However, both business and residents cannot continue tax increase at 5% during depressed times. We must rethink our long term projects and consider delaying certain non-emergency expenditures until the economy turns around and incomes increase. I believe by working together with business, town officials, and Town Meeting we can make the difficult choices on what expenditure reductions will have to be made to keep tax increases to a minimum, while striving to maintain quality education and necessary services to provide a reasonable quality of life.

Respectfully submitted,

Brian P. Curtin
Treasurer/Collector

**Staff:**
Phyllis Van Wart * Barbara Toland * Theresa Smith * Virginia Gallagher * Dorothy Pattie * Madeline Griffin * Andria O'Shea * Mary Whalen * Lisa Pollicelli * Andrea Mahoney * Melissa DeAngelis

# BOARD OF ASSESSORS

The year began by addressing the applications for abatements and exemptions received on the Fiscal 1991 real estate tax bills. There were approximately 575 exemption forms received which must be handled individually. In the case of the applications for abatement, each form must be read and, if necessary, a field review and site visit done on the property. There were 386 real estate abatement applications received for FY91. Once a decision is made on any of the applications, a certificate must be mailed out if an exemption is given, or a denial form is sent out if the applicant does not qualify for the exemption or is not being given an abatement.

Also, the Assessors Staff processed 425 deed transfers, 671 building permits, 25,500+ motor vehicle excise tax bills, and 334 unpaid water/sewer bills were liened against the real estate bills. Each unpaid water/sewer bill must be entered into the computer so that it will appear on the real estate tax bill for that particular property.

During calendar year 1991, the Board of Assessors completed an update of the town's Residential, Open Space, Commercial and Industrial properties for Fiscal 1992. Because of the market conditions, all property values came down approximately ten percent. The values were certified by the Department of Revenue to be 100% full and fair cash value as of 1/1/91. Since the town adopted quarterly billing, the new tax rate and values were reflected on the February 1992 tax bill.

The Assessors thank their staff, Russell Washburn, Patricia Golden, Rita Arseneaux and Marcia Nonni for their hard work in an ever-expanding workload.It is difficult to express our sincere appreciation to these people without whose efforts this office could not function.

Respectfully submitted,

John W. Dillon, Chairman
Timothy J. Cosgrove, Vice Chairman
Neil G. Sheehan, Secretary



**Planning Board**

# PLANNING BOARD

## RESPONSIBILITIES

The Planning Board was established by a vote of Town Meeting in 1939 in accordance with Massachusetts General Laws and the first Board was elected in 1940. The Board normally holds regularly scheduled meetings on the first and third Thursdays of each month. As required by the number of applications, the circumstances of a specific application, or the need to consider specific issues or topics, the Planning Board also holds additional special meetings.

The Board is responsible for:

1. **Current Planning:** By State Law, the Board is responsible for the exercise of subdivision control law in Burlington and has, in the absence of superseding Court action, final authority regarding subdivisions and Approval Not Required plans (certification that a land division is not subject to subdivision control law.) By authority delegated by Town Meeting through the Zoning Bylaw, the Board is responsible for making decisions on site plans, site plan waivers and special permits. The Planning Board also conducts public hearings and makes recommendations to Town Meeting regarding applications for changes in zoning districts and for amendments to the text of the Zoning Bylaw.

2. **Long Range Planning:** The Planning Board initiates planning studies to identify existing and future land use problems and propose courses of action to address such problems. To implement the recommendations of planning studies, or in response to changes in state or federal law, the Planning Board directs the preparation of proposed amendments to the Zoning Bylaw and Planning Board Rules and Regulations and conducts the public hearings required for adoption.

## ORGANIZATION AND MEMBERSHIP

As the result of the Annual Town Elections in April 1991, Mr. Alfred Laing was reelected to serve on the Planning Board for an additional five (5) year term.

The Planning Board's Officers, Members, and Committee Appointments following the April 1991 election and Board reorganization were as follows:

**OFFICERS:**

| | |
|---|---|
| John D. Kelly | Chairman |
| Ernest E. Covino, Jr. | Vice Chairman |
| Francis J. Taft | Member Clerk |

**MEMBERS:**

Alfred D. Laing
John A. DeFrancesco
Peter J. Coppola
Paul R. Raymond

**COMMITTEE MEMBERSHIP:**

| | |
|---|---|
| Alfred D. Laing | Representative to Tri-Town Growth Committee. |
| Alfred D. Laing | Representative to Sign Bylaw Committee. |
| John A. DeFrancesco | Representative to Housing Partnership Committee. |
| Ernest E. Covino, (Alternate Representative to Committee) | Committee |
| Peter J. Coppola | Representative to Recreation Commission |
| Terry S. Szold (Planning Director) | Planning Board Designee to the North Suburban Planning Council (of MAPC.) |

**PLANNING BOARD SUBCOMMITTEES:**

**Zoning, Site Plan, and Subdivision Rules & Regulations Revision Subcommittee**
John A DeFrancesco
John D. Kelly
Paul R. Raymond

**Master Plan Subcommittee:**
Peter J. Coppola, Chairman
Ernest E. Covino, Jr.
Terry S. Szold (Staff)

**STAFF:**

Terry S. Szold, Planning Director
John B. Ayer, Assitant Planner (Resigned 5/91)
David A. Fields, Assistant Planner (Appointed 6/91)
Diane D. Andrade, Senior Clerk
Barbara B. Cox, Recording Clerk (Resigned 10/91)
Katherine M. Cronin, Recording Clerk (Appointed 11/91)

## MAJOR PLANNING INITIATIVES IN 1991

In 1991 the Burlington Planning Board appointed a subcommittee under the leadership of member Peter J. Coppola, to begin outlining the process and steps needed to prepare a new Master Plan for the Town. The subcommittee worked throughout the spring and summer, and by the fall of 1991 the subcommittee prepared a preliminary report and began soliciting appointments and representatives from other boards and commissions within the Town to serve on a larger "Master Plan Committee."

A Master Plan is a long-range guide to the physical development and evolution of a community, and reflects how the community wishes to evolve over a ten to twenty year period. The last Master Plan was prepared in 1965 and has never been updated since this period.

In November of 1991, the newly formed Master Plan Committee began holding a series of public hearings in order to ascertain the views of residents and other interested parties with regard to the new Master Plan and the Town's long-range, physical development and evolution.

The Planning Board prepared a Warrant Article to obtain technical assistance for the purpose of preparing the new Master Plan and submitted this Article to the January 1992 Town Meeting. The newly formed Master Plan Committee was a cosponsor of the Article.

A more detailed background informational report on the new Master Plan and its purpose is on file at the Planning Board Office for public inspection and review.

## DEVELOPMENT APPLICATIONS

Major applications reviewed or under review by the Planning Board in 1991 included a site plan and special permit to approve a 1,000 space, 5-story parking garage proposed by the Lahey Clinic Medical Center for 41 Mall Road, an 86,145 square foot retail project by Gutierrez Company at the intersection of Middlesex Turnpike and Burlington Mall Road, and a 15,000 square foot retail addition to the Crossroads Shopping Center.

The following is a summary of applications for project approvals received by the Planning Board in 1991:

## UNDER SUBDIVISION CONTROL LAW:

### Preliminary Subdivisions

A preliminary subdivision plan is a division of land into two or more lots, and is required for all non-residential subdivisions. It is recommended but optional for residential subdivisions. The preliminary subdivision plan allows the Planning Board and the Board of Health to review and have input on conceptual proposal with respect to lot configuration, road layout, utilities, and drainage.

No preliminary subdivision plans were filed in 1991.

### Definitive Subdivisions

A definitive subdivision plan is a division of land into two or more lots and details specifically how a new subdivision road will be laid out, the final lot configuration, the location and dimensions of utilities such as water and sewer lines and drainage facilities. The Planning Board must review the submitted plan for conformance with the Board's adopted Subdivision Rules and Regulations and the Board of Health's recommendations. The Planning Board must approve the plan unless it does not conform with its adopted regulations or with the regulations of the Board of Health.

Two (2) new definitive subdivision plans were filed in 1991; the status of all active subdivision applications is as follows:

**Residentially Zoned Land**
**Approved:**

- Maureen Drive Extension - 6 Lots, 4.75 Acres -Maureen Drive (Thomas E. Murray, Jr.)
- Garden Acres Amended Subdivision - reconfiguration of 5 Lots, 3.2 Acres - Kingsdale Street (Robert W. Murray)

**Industrially Zoned Land**
**Pending:**

- Northwest Park II (1989*) - 6 Lots, 16.38 Acres - Between Second Avenue and Middlesex Turnpike (Nordblom Company)
- Houghton Mifflin (1989*) - 3 Lots, 21.8 Acres - Off Wayside Road (Sentry Realty Trust)
- Blanchard Park (1989*) - 2 Lots, 4.4 Acres - 28 Blanchard Road (28 Blanchard Associates Limited Partnership)

*Applications with (*) were filed in 1989, and are still pending before the Planning Board.

### Approval Not Required Plans (ANR's)

The ANR procedure may be used to create new lots if the proposed lots have minimum required frontage on a public way, or to convey land area to an adjacent lot. By State Law, these divisions of land are not regulated under the full requirements of the Subdivision Control Law, and the Planning Board has no authority to review and approve them as definitive subdivisions. If the plan proposes lots with the minimum required frontage and legitimate access, the Planning Board must endorse the plan to acknowledge that it is not subject to the full requirements of the subdivision control law.

There were seven (7) "Approval Not Required" (ANR) plans filed with the Board in 1991. All seven (7) were approved.

## UNDER THE ZONING BYLAW:

### Site Plans

The development, redevelopment, or improvement of all commercial, multi-unit residential and municipal services projects must be proposed in accordance with an approved site plan. The Planning Board reviews such proposals to ensure that

the development of a site is conducted in accordance with the Zoning Bylaw and will not result in problems with respect to Town utilities, or create adverse impacts to adjacent property.

Twelve new (12) site plan applications were filed in 1991, and four (4) applications that were filed in 1990 were continued into 1991. The status of applications reviewed in 1991, listed in chronological order, is as follows:

**Approved:**

| Applicant | Location | Size of Development/ Type of Use Proposed |
|---|---|---|
| Gutierrez Company* | 91,101,111 Middlesex Tpke. | 86,145 Square Feet Retail Use |
| Lahey Clinic* | 41 Mall Road | 1,000 Space Parking Structure |
| Town of Burlington* | 45 Center Street | 27,070 Square Feet Police Station |
| Scott Green* | 380 Cambridge St. | 3,278 Square Feet Retail Use |
| YU 66 Corporation | 1 Wheeler Road | 5,382 Square Feet Renovation - Restaurant Use |
| Shell Oil | 140 Cambridge St. | 2,106 Square Feet Canopy Installation |
| Epsilon Data Corp. | 88-90 Cambridge St. | 79,500 Square Feet Adaptive reuse of Existing Office & Warehouse Space with site improvements. |
| Caswell, Eichler & Hill | 15 Adams Street | Groundwater Remediation |
| Belmont Springs | 78 Blanchard Road | 51,905 Square Feet Adaptive reuse of Existing Office & Warehouse Space; 3,267 Sq.Ft. Prop. Maintenance Use |
| Town of Burlington | 36 Ray Avenue | 30,654 Square Feet Renovation of Existing Ice Palace |
| Francis O'Rourke | 30 Winn Street | 1,750 Square Feet Renovation of Existing Office & Warehouse space. |
| Crossroads Shopping Center (B.S.C. Company) | 34 Cambridge St. | 15,000 Square Feet Addition - Retail |
| Pass & Weisz, Inc. | 93 Cambridge St. | 1,176 Square Feet Addition - Auto Repair Use |

*Applications with (*) were filed in 1990, but acted upon in 1991.

**Pending:**

| | | |
|---|---|---|
| Burlington Medical Center | 281 Cambridge St. | 3,750 Square Feet Addition - Medical Office Use |
| Burlington Dodge | 92 Middlesex Tpk. | Outdoor storage of 172 motor vehicles |
| Semicon Components | 10 North Avenue | Proposed 3,125 gallon liquid nitrogen storage tank. |

**Site Plan Waivers**

For property where a site plan has been previously approved, a property owner may receive permission to make changes to the development on that property by applying for a site plan waiver.

The Planning Board received thirteen (13) requests for site plan waivers in 1991. The Board approved nine (9) requests, and four (4) are pending.

**Minor Engineering Changes**

A property owner may wish to make a minor change to an approved site plan. Such changes usually involve minor adjustments in plan details necessitated by field conditions. Examples of such changes include parking space alignment, handicapped access adjustments, and minor drainage improvements.

The Planning Board received twelve (12) requests for minor engineering changes; nine (9) were approved, one (1) was withdrawn, and two (2) are pending.

**Insignificant Changes**

Insignificant changes to an approved plan constitute the most minor site changes made in accordance with site plan review. This type of change may include a minor adjustment of parking space alignment necessitated by on-site conditions, changes in exterior doorways, or changes in building footprint which do not increase the gross floor area of the building.

The Planning Board received eight (8) requests for insignificant changes in 1991; all eight (8) were approved.

**Special Permits**

The purpose of a special permit is to control uses which may be appropriate, depending on the location and the manner in which the use is developed and operated. The Planning Board reviews each proposed special permit and determines if the use should be allowed and what conditions should be required. The Town of Burlington requires special permits for three types of uses:

- certain land uses determined to require conditional review for development throughout the town.
- certain land uses and site development, such as discharge of storm water into a wetlands, which have the potential to adversely affect wetlands.
- certain uses and site development which have the potential to adversely affect the aquifer and water resources areas.

Seventeen (17) new special permit applications were filed in 1991. Twelve (12) of these applications were issued with the remaining five (5) still pending. Ten (10) special permits applied for in 1990 were continued into 1991, with one application being withdrawn and nine (9) being issued. A total of twenty-one (21) special permits were issued in 1991. The following table summarizes Board action on Special Permits in 1991.

| Section | Description | Appv | Den | With | Pend |
|---|---|---|---|---|---|
| 4.2.5.9 | Outdoor storage of motor vehicles | | | | 1 |
| 4.2.6.10 | Restaurants | 2 | | | 2 |
| 4.2.6.14 | Establishments for contractors | 2 | | | |
| 4.2.7.1 | Light mfg./processing plants | 1 | | | |
| 4.2.7.5 | Wholesale trade/warehousing | 4 | | | 1 |
| 4.2.7.9 | Haz. and toxic materials/chem. use | 1 | | | 1 |
| 4.3.1.14 | Towers, antenna,. . . | 1 | | | |
| 4.3.2.8 | Maintenance shops,. . . | 1 | | | |
| 4.3.2.9 | Parking garages/structures | 1 | | | |
| 4.3.2.14 | Incidental sale at retail | 2 | | | |
| 4.3.2.15 | Storage & disposal of fuels/petroleum products | 2 | | | |
| 4.3.2.16 | Parking area for more than 200 spaces | | | 1 | |
| 4.4.1.7 | Structures for essential services | 1 | | | |
| 4.4.1.11 | Discharges from manmade structures into wetlands | 3 | | | |
| TOTAL SPECIAL PERMITS | | 21 | 0 | 1 | 5 |

**APPLICATION FEES:**

The Town collects fees for applications made to the Planning Board for site plans, site plan waivers, special permits and planned development district rezoning applications which are deposited to the general revenue fund of the Town. In 1991, the following fees were collected:

| 1991 | |
|---|---|
| Subdivisions | $ 720.00 |
| Approval Not Required | 450.00 |
| Special Permits | 1,500.00 |
| Site Plans | 9,616.73 |
| Site Plan Waivers | 4,550.00 |
| Subdivision Inspection Fee | 0.00 |
| TOTAL FEES COLLECTED | $16,836.73 |

**PEER REVIEW FEES:**

The Peer Review Fee requirement was established by the Planning Board November 28, 1990. Fees collected are used to fund engineering peer reviews to assist the Planning Board assess the impact of major projects on traffic, water quality, and other issues which may be especially critical. Unused funds are returned to the applicant.

In 1991 the Planning Board collected a $2,100.00 peer review fee for the review of a site plan for a proposed 35,000 square foot addition to the Burlington Mall. The Planning Board also returned $1,061.64 in unused funds from the $6,000.00 collected from Lahey Clinic in 1990 for review of the site plan and special permit for the proposed 1,000 space parking structure.

## CHANGES IN THE ZONING BYLAW

There are two types of Zoning Bylaw amendment actions: (1) the change of a zoning district designation for one or more parcels of land (rezoning), and (2) amending the text of the Zoning Bylaw to revise the regulations governing the use of property or the procedures for seeking development approval (text amendment).

The Planning Board must conduct public hearings on proposed zoning amendments and make recommendations to Town Meeting. Town Meeting has the final responsibility to approve or deny proposed zoning amendments.

**REZONINGS:**

No rezoning petitions were received by the Planning Board in 1991.

**TEXT AMENDMENTS:**

The Planning Board held four (4) public hearings on four (4) proposed text amendments to the Zoning Bylaw:

1) An amendment to Section 4.3.2.10 to correct an incorrect zoning reference received a favorable recommendation from the Planning Board to Town Meeting, and was adopted at the September 1991 Town Meeting.

2) An amendment to create a new Section 4.2.5.9 "Outdoor Storage of Motor Vehicles" received a favorable recommendation from the Planning Board, and was adopted at the September 1991 Town Meeting.

3) An amendment to replace the existing Section 6.7.0 "Signs" with a new Section 6.7.0 "Signs" received no recommendation from the Planning Board. The amendment was discussed at the September 1991 Town Meeting, which established a special committee to review the proposal. The review and revision of the proposed amendment is continuing.

4) An amendment pertaining to child care facilities to revise existing Sections 2.18, 4.2.2.3, 5.15, and 5.20, and to create new Sections 4.3.1.18 and 4.3.2.20 received a favorable recommendation from the Planning Board. This amendment was introduced as a result of changes in the State Zoning Act (M.G.L. Chapter 40A) that govern child care facilities which went into effect in 1991. This amendment was designed to bring the Town's Zoning Bylaw into conformity with State Law and to provide adequate buffer area protection around child care facilities when they abut residentially zoned property. This amendment will be discussed for possible adoption at the January 1992 Town Meeting.

## LITIGATION

Lahey Clinic Hospital, Inc. and LCF Foundation, Inc. appealed to the Land Court following decisions by the Planning Board to approve a Special Permit pursuant to Section 4.3.2.9 of the Zoning Bylaw, and to approve a Site Plan relevant to such Special Permit application. This litigation remains pending.

Litigation regarding the Tinkham, Marvel and Lee Avenues subdivision initiated in 1990 by W.C. Cammett Engineering against John Cormier of Rosnoe Construction Corporation, in which the Planning Board was made a co-defendant, also remains pending.

Respectfully submitted:

John D. Kelly, Chairman
Ernest E. Covino, Jr., Vice Chairman
Francis J. Taft, Member Clerk
Alfred D. Laing
John A. DeFrancesco
Peter J. Coppola
Paul R. Raymond

# RECREATION DEPARTMENT

Despite the sluggish economy, budget restrictions, and program space limitations, the Recreation Department was able to improve and expand recreational opportunities for the citizens of Burlington in 1991. The Recreation Department's accomplishments were recognized not only by the Burlington townspeople, but also by the Massachusetts Recreation & Park Association. That prestigious organization honored Burlington's Recreation Department in 1989 and 1990 for innovative programming and in 1991 for administrative excellence.

The Recreation Department's successes in 1991 were made possible by our dedicated staff and volunteers and the continued support of the community. We were able to contribute to the effort to improve the quality of life for residents of all ages because of the cooperation and support of so many townspeople, organizations and businesses. We are particularly grateful to the Burlington School Department; St. Mark's Church; Church of Christ, Congregational; St. Margaret's Church; and St. Malachy's Church for providing space for Recreation Department programs over the past four years.

The Recreation Department's long-awaited return to the Center School (Center for Human Services) is expected to take place in January, 1992. The conversion of the burned-out recreation wing of the Center School into a beautiful, modern recreation facility was a team effort of the Recreation Department, Town Meeting, Board of Selectmen, Town Administrator, Engineering Department, Building Department, architects, and contractors. We believe the people of Burlington will be pleased to participate in activities and events at the new recreation center.

We are happy to report that more people enrolled in the Recreation Department's programs in 1991 than in any year in our history. The Recreation Department also made a great deal of progress during the year in developing and improving the Town's recreation facilities. This report will summarize the occurrences in 1991 which had a significant impact on the Recreation Department's operations or a notable effect on the quality and quantity of recreation programs, facilities, and services provided for the citizens of Burlington.

The Recreation Commission, Recreation Department employees, and volunteers deserve credit for much of what the Recreation Department accomplished in 1991. It was a very eventful year for the people who have the greatest influence on the day-to-day operation of the Recreation Department.

- Working Foreman Joe MacIver retired from the Recreation Department in April because of ill health. We were saddened to hear of Joe's death later that month. As a tribute to Joe's outstanding service to the Town, a memorial planting and plaque were placed on the Town Common in May. We will miss Joe MacIver very much.
- Veteran Recreation Commissioner Ralph D'Agostino retired from the Recreation Commission in April. Ralph was congratulated by members of the Board for his distinguished service and for helping to enhance recreational opportunities for the people of Burlington.

- Former Selectman Phil Gallagher was elected to a 3-year term on the Recreation Commission in the April Town elections.

- At the organizational meeting of the Recreation Commission on April 8, Ed Schuler was elected chairman and Gallagher Vice-Chairman. Board members thanked past Chairman, Mark Sherwood for a productive year as head of the Commission. We were pleased to have Peter Coppola reappointed as the Planning Board's Representative and John Vanella return as the School Committee's appointee.

- In May, Recreation Maintenance Employee, Richard Cote was promoted to the position of working foreman.

- Springfield College Student John Hastings, a former Wilderness Adventure leader, was appointed Director of TOP '91, a new summer program for teens that he had proposed. John also did an excellent job as a student intern for ten weeks.

- In June, Edward Malatesta was appointed to the position of maintenance craftsman in the Recreation Maintenance division.

- Fred Powers, Director of the Recreation Department's sailing program and Assistant Director of Athletics for the School Department, left Burlington in August to take a position in Bethlehem, New York as Director of Health, Physical Education and Athletics.

- At the State Recreation Conference in November, Recreation Director, Don Roberts, was named "Recreation Professional of the Year."

The Recreation Department was fortunate in 1991 to receive support from many Town groups and service organizations.

- The Memorial School PTO helped develop plans and supported funding requests for play area improvements at Memorial School.

- The Trustees under the will of Marshall Simonds approved $16,700 for special improvement projects at Simonds Park.

- Burlington's youth sports organizations worked closely with the Recreation Department with respect to field use, scheduling, and field maintenance. The Burlington Youth Soccer Association voluntarily refurbished one of the soccer fields at Marshall Simonds Middle School.

- The School Department, under Buildings and Grounds Director Bill Koutrouba, provided space for many of the Recreation Department's programs.

- Middlesex Community College officials agreed to increase the Town's utilization of the gym and athletic fields at the former Francis Wyman School site.

- Continued use of Mitre Corporation softball fields for Burlington's adult softball leagues helped to relieve pressure on the community's Town-owned facilities.

- The Burlington Business Round Table sponsored the Recreation Department's Second Annual Health & Fitness Fair on May 19.

- Many local organizations and businesses assisted with the highly successful Muscular Dystrophy Carnival on August 10.

- Hundreds of individuals volunteered in recreation programs throughout the year, enabling the Recreation Department to provide opportunities that otherwise would not be possible.

Many of the Recreation Department's Programs and services were expanded or improved in 1991:

- The horseshoe pitching program initiated in 1990 became even more popular in 1991. Because we gained so many new participants, it was necessary to add two more courts (for a total of eight) and install lights for evening play.

- Softball continued to be the Recreation Department's most popular sports program for adults. More than 1000 men and women competed on 75 teams in four separate leagues.

- The fitness explosion was evident in Burlington again in 1991 as the Recreation Department's aerobics classes and other fitness programs were expanded to keep pace with demand.

- New bridge and cribbage clubs were formed in 1991 at the suggestion of local card-playing enthusiasts.

- TOP '91 (Teen Outings Program) and the TOP Cafe were opened during the summer for 7th, 8th, and 9th graders. These new programs were extended into the fall, and the age group was expanded to include all high school students.

- "Park Place" (supervised summer parks program) was further refined in 1991. The program's objectives and guidelines were clarified in notices sent to parents during the summer.

- A new curriculum of instruction was developed for the gymnastics and trampoline programs. Under Rick Hayes and his staff, these programs have developed a reputation for excellence.

- Registrations for Recreation Youth Basketball increased again for the 1991-92 season. The program now includes approximately 550 girls and boys in grades 3 - 12.

- The tree lighting ceremony at the Town Common on December 1 attracted the biggest crowd ever. The Recreation Department's program staff and maintenance employees deserve credit for the beautiful lighting display and the arrival of Santa and his helpers.

- The Recreation Department coordinated the first health walk for Town employees on May 15 as part of Burlington's observance of National Physical Fitness and Sports Month.

- The Recreation Department's program registration procedures were improved again in 1991, and a new computer program was developed to make record-keeping more efficient.

- Working with the Board of Selectmen and the Police Department, the Recreation Department was successful in decreasing violations of the Town's public drinking laws, particularly with respect to facilities where adult softball leagues play.

The maintenance division of the Recreation Department, under Director Jim Marchese, is responsible for maintaining all of the Town's public parks, recreation facilities, athletic fields, school grounds, Town Common, and the grounds of the town hall, police station, library, and other public buildings.

The Recreation Department's maintenance staff did a tremendous job in 1991 keeping up with the huge day-to-day workload improving existing facilities, and developing new recreation facilities. Following is a summary of the maintenance division's accomplishments over the past year:

- Following Town Meeting approval of funds to improve outdoor recreation facilities at Memorial School, the Recreation Department relocated and refurbished one of the baseball fields, constructed a new backstop, installed a new asphalt play area, and erected a fence along Winn Street.

- Several maintenance employees attended a playground safety workshop in March sponsored by the Massachusetts Recreation and Park Association. Knowledge gained at the workshop will help in the selection, installation, maintenance, and use of playground equipment at Burlington's parks and public schools.

- A major improvement project was undertaken at Marvin Field, the Town's only lighted softball facility. Funding for the project came primarily from Burlington's adult softball leagues.

- The refurbishment of athletic fields at Center School was competed in 1991. An attractive new fence was installed to serve as a divider between the parking lot and the fields.

- Rotary Field, a softball facility on South Bedford Street, was loamed, seeded, and fertilized to improve playability for the 1992 softball season.

- A new sod infield was installed at the Middlesex Community College baseball field (owned by the Town) the field will be used by Burlington High School baseball teams and by the Babe Ruth League.

- Recreation maintenance workers replaced the roof on one of the Recreation Department's equipment storage buildings at Overlook Park.

- The basketball court at Simonds Park was resurfaced.

- New stone walls were constructed at Simonds Park in two locations: one near the intersection of Church Lane and Bedford Street, and the other along Cambridge Street.

- Electrical improvements were completed at the Simonds Park Babe Ruth Field to make the ballfield lighting system safer and easier to use.

- Recreation Maintenance Director, Jim Marchese, received compliments from Burlington High School Athletic Director, Dick Verzone, and from several youth sports organization presidents for the excellent condition of Burlington's athletic fields and outdoor sports facilities during 1991.

Reconstruction of the recreation wing of the Center School was undoubtedly the Recreation Department's biggest story of 1991. After waiting nearly two years for the Town's insurance claims to be settled, Town Meeting voted in January to approve funds to rebuild the fire-damaged structure. Later that month Town officials decided to redesign the interior of the recreation wing so that it would be more suitable for use as a recreation center. New plans were approved by the Board of Selectmen and the Recreation Commission, and the project was put out to bid. The contract was awarded to Granger Corporation in June, and construction started in August. We are happy to report that the project was substantially complete on December 31, 1991 and that the Recreation Department expects to move back to the Center School in January or February, 1992.

Working as a member of Burlington's municipal government team, the Recreation Department helped to enhance the quality of life for residents of all ages in 1991; however, a great deal remains to be accomplished in the years to come. Recreation Department officials have identified a number of needs and issues that will require consideration in 1992:

- Completing Burlington's Open Space and Recreation Plan and the recreation section of the Town's Master Plan.

- Ensuring a smooth transition to the Center for Human Services.

- Developing a 5-year plan of improvement projects for Simonds Park.

- Improving the Middlesex Community College soccer field so that it may be used by Burlington High School teams and youth soccer groups.

- Building a new stone wall on Church Lane next to the Simonds Park Babe Ruth Field.

- Enlarging Brush Field and improving the lighting system so that the facility will be adequate for high school soccer games.

- Considering the possibility of using the former Cummings property (owned by the City of Boston) for recreational purposes.

- Improving the Recreation Department's computer applications.

- Supporting efforts to amend State laws in order to provide recreation departments greater flexibility in funding self-supporting programs.

1991 marks the end of an era for the Recreation Department - an era which, we believe, created a heightened sense of community in Burlington. The Recreation Department not only survived, but prospered over the past four years despite loss of the Town's recreation facilities at the Center School. We are extremely grateful to the Town officials, church leaders, business representatives, and individual residents who helped the Recreation Department get through a very difficult time.

We served the people of Burlington with pride in 1991 and we very much look forward to serving you in our new quarters at the Center School in 1992. Please stop by and see your beautiful new recreation center in the Center for Human Services and take advantage of the many programs and events that will be held there.

We will do everything in our power to respond to the recreational needs and wishes of the Burlington townspeople in 1992.

Respectfully submitted,

Donald E. Roberts, Director of Recreation
James Marchese,
Director of Maintenance

Burlington Recreation Commission:
Edward Schuler, Chairman
Phillip Gallagher, Vice Chairman
Mark Sherwood
John Vanella
Peter Coppola



**Reconstruction of the fire-damaged recreation wing at the Center School gets underway in August, 1991.**

(Rick Karwan photo)




**Recreation Department machinery must be well-maintained to take care of Burlington's parks, school grounds, and athletic facilities.**

(Rick Karwan Photo)



**Band concerts at the Town Common were well-attended last summer.**

(Rick Karwan photo)



**Stringing popcorn takes lots of concentration at Camp Simonds' celebration of Christmas in July.**

(Rick Karwan photo)

# BOARD OF HEALTH



**Standing left to right; Philip Pollicelli, Glenn Kemper. sitting left to right: Joan Ghio, Edward Weiner, chairman, Jane Richard.**

# PUBLIC HEALTH NURSE

I herewith submit my report as Public Health Nurse for the year ending December 31, 1991:

| | |
|---|---|
| Home Visits | 243 |
| Office Visits | 3,580 |
| Well Elderly Clinic | 744 |
| Tuesday Morning Walk-In Clinic | 1,297 |
| Thursday Evening Walk-In Clinic | 454 |
| Flu Immunizations | 950 |
| Pneumonia Immunizations | 51 |
| Immunizations (Polio, MMR, DPT, Td, Hib) | 176 |
| Mantoux Skin Tests For Tuberculosis | 173 |
| Lead Poisoning Blood Tests | 14 |
| Mammography Screening | 43 |
| Cholesterol Screening | 75 |
| Blood Pressure Screening | 1,578 |
| Blood Sugar Screening | 323 |
| Acute Communicable Disease-Follow-up | 198 |
| Health/Nutrition Counseling | 1,725 |

Our goals this year are to implement a number of new health education and screening programs, beginning with cholesterol screening for all Town of Burlington employees and residents, and to increase the number of visits to homebound elders (not accomplished this year due to a temporary decrease in office staffing.)

I would like to thank the Board of Health Members and Staff for their cooperation and support in delivering a quality comprehensive community health program to Burlington.

Respectfully submitted,

Judith E. Baggs, R.N.
Public Health Nurse

# HEALTH AGENT SANITARIAN

I hereby submit my annual report as Board of Health Agent/Sanitarian for the year 1991.

**INSPECTIONS**

| | |
|---|---|
| Food Establishments | 811 |
| Housing | 51 |
| Public Swimming Pools | 19 |
| Septic Systems, Drainage | 86 |
| Occupancy Permits | 53 |
| Animals/Kennels | 5 |
| Recreation Camps | 2 |
| Tanning Salons | 16 |
| Nuisances, Illegal Dumping, Investigations | 228 |

**OTHER**

| | |
|---|---|
| District Court Hearings | 1 |
| Special Sampling/Testing | 35 |

During the year meetings were held with contractors, architects, restaurant owners, and facility managers to review plans for renovation and construction of food establishments. Plan review also included subdivisions, site plans, special permits, sewage/drainage permits, septic systems, and plumbing code variances.

Additional duties included the dissemination of public health information and I attended a total of 16 seminars on public health topics.

Licenses and permits issued included the following: food establishments (restaurants, retail markets, cafeterias.) mobile vendors, drain layers, septage haulers, kennels, public swimming pools, keeping of animals, sewer, drainage, and septic system installer. On July 1, 1991, a new state law went into effect requiring all tanning facilities to be licensed by the Board of Health.

I wish to thank the members of the Board of Health for their support during the year and, again, I look forward to working for the Town of Burlington.

Respectfully submitted,

Brian A. Lockard, C.H.O.,R.S.
Health Agent/Sanitarian

# ENVIRONMENTAL ENGINEER

An important duty of the Environmental Engineer is to administer and enforce the "Control of Toxic and Hazardous Materials" by-laws. This by-law requires local businesses to register their hazardous materials with the Board of Health. During 1991, 120 facilities registered hazardous material inventories with the Board of Health. This number includes 10 facilities which registered hazardous materials for the first time in 1991. I completed 110 compliance inspections of these facilities in order to verify the chemical inventories registered with the Board of Health and to review on site storage and handling practices.

Additional related activities included monitoring the assessment and remediation of local hazardous waste sites. These efforts involved site visits as well as consultations with state personnel and private consultants. During 1991, I responded to 11 hazardous materials incidents involving the release or discovery of hazardous materials.

The Burlington Board of Health sponsored another successful household hazardous waste collection day. A total of 250 Burlington households participated, resulting in the collection of 42 drums of household hazardous waste.

Another function of this position is to review analytical data generated for the town's drinking water supply, industrial effluents and monitoring wells. In a further effort to promote safe drinking water, this office contacted all private well owners in Burlington in 1991 in order to advise them of relevant environmental issues and regulations. The purpose of this initiative was to inform the public of potential threats to their water source and the methods available to analyze for groundwater contamination. This educational program was undertaken in order to increase public awareness with regard to common household pollution sources such as failing septic systems and the improper disposal of used oil, and the potential impact these could have on private unmonitored water supplies.

I would like to thank the members of the Board of Health for their support during the year and to encourage all Burlington residents to contact me should they have any environmental concerns or questions.

Respectfully submitted,

Todd H. Dresser, Environmental Engineer

# EAST MIDDLESEX MOSQUITO CONTROL PROJECT

Mosquito populations fluctuated in 1991 with nuisance levels occurring in late spring and again after Labor Day due to the flooding rains of Hurricane Bob. The threat of Eastern Encephalitis (EEE) surfaced in Eastern Massachusetts again this year, however, it did not reach the dangerous levels which occurred in 1990.

The East Middlesex Mosquito Control Project conducts a program in Burlington consisting of mosquito and wetland surveillance, larval and adult mosquito control, water management and public education. In addition, the Project serves as a component of the State's newly developed Vector Control Plan to Prevent EEE.

The goal of the survey program is to target mosquito breeding areas and to measure changes in the larval and adult mosquito populations caused by weather. Larval mosquito population data is collected by field crews during spring and summer control operations. Adult mosquito populations are monitored regularly at 4 trap sites around the town. The State Public Health utilizes some of this data as part of an effort to monitor those species associated with EEE.

The Project has continued to expand its larval mosquito control program which relies on the non-toxic biological larivcide, Bti **(Bacillus Thuringiensis var israelensis)** by expanding our data base of larval populations from the extensive wetland acreage within the Project area, by increasing the use of a helicopter, and by utilizing a new truck-mounted hydraulic sprayer. A helicopter was used to apply Bti granules in August 1990 for the first time to control a summer mosquito species, **Aedes vexans**, over 164 acres of the Vine Brook Swamp. Field personnel sprayed 14.2 wetland acres during the spring and summer when high densities of larvae were found breeding in stagnant water.

Adult mosquito control consisted of spraying 8,153 acres with Resmethrin at night using truck-mounted aerosol sprayers when survey traps indicated high populations of nuisance mosquitoes. For both larval control and adult mosquito control, acreage is counted more than once when sprayed more than one time.

Water management reduces the source of mosquitoes by eliminating unnecessary stagnant water. This is accomplished by maintaining existing ditches in wetlands where blockages have accumulated causing poor drainage. A crew maintained 1,287' of ditch, including part of the Sandy Brook located by Fairfax St.

The Project's public education program is designed to develop an awareness within the public and the private sectors as to their roles in mosquito control. The Project participated in the development of the State's **Vector Control Plan to Prevent Eastern (Equine) Encephalitis** and cosponsored a meeting in June to present the Plan to local officials. The Project serves as a resource to residents, municipal officials and the local media on controlling mosquitoes, breeding sites and mosquito borne diseases.

**FINANCIAL STATEMENT**

| | | |
|---|---|---|
| Balance as of July 1, 1990 | | $4,488.40 |
| Appropriation For Fiscal Year 1991 | | $15,000.00 |
| Expenditures for Fiscal Year 1991 | | |
| Overhead Costs | | |
| Personnel Costs | $$9,743.38 | |
| Operating Costs | $2,380.46 | |
| Capital Equipment | $0.00 | |
| Direct Costs | | |
| Survey | $567.51 | |
| Water Management | $1,422.29 | |
| Helicopter Larval Control | $2,439.98 | |
| Field Larval Control | $1,213.46 | |
| ULV Truck Spray | $2,828.88 | |
| Total Expenditures | | $20,596.00 |
| Balance as of 6/30/1991 | | -$1,107.60 |

Respectfully submitted,

David M. Henley, Superintendent

# PUBLIC LIBRARY

**Introduction**

The Burlington Public Library is located at 22 Sears St., just off the Town Common. The library offers books, magazines, reference help, audio-and video cassette tapes, compact discs, toys, puzzles, museum passes and special activities. A library card is free; Winter hours are Monday-Thursday 10-9; Friday, 10-6; Saturday, 10-5, and Sunday, 1-5. Summer hours: Mid. June - Mid. September are Monday - Thursday 10-9 and Friday 10-6. Special library events and holiday closings are announced in local newspapers.

1991 was a year of enormous change at the Burlington Public Library. Two staff members with many years of service retired. Online computer terminals replaced the card catalogs. An extensive review and evaluation of the entire collection began and a commitment was made to improve the services and collection for young adults. Most exciting of all for library supporters was the beginning of more detailed discussions on the long-awaited expansion of the library.

**Staff**

Ms. Geraldine Guentner, Burlington's Library Director since 1973, retired in June and was succeeded in August by Ms. Marcia Rich. In July, Ms. Joan Saklad retired after many years of service as cataloger. Ms. Lucille Liu was chosen as her successor in October.

To develop their skills and keep abreast of changes in the library field, staff and trustees participated in area and state meetings.

**Staff as of 12/31/91:**

**Full-Time:**

| | |
|---|---|
| Director | Marcia Rich |
| Assistant Director | Elizabeth Weisberg |
| Reference Librarian | Ann Cameron |
| Children's Librarian | Sandy Hoyt |
| Circulation Supervisor | Mary Lord |
| Circulation Assistant | Phyllis Rae |

**Part-Time:**

| | |
|---|---|
| Cataloger | Lucille Liu |
| Cataloging Assistants | Barbara Perrault |
| Reference Assistant | Brita Flemming |
| Circulation Assistants | Donald Loughman |
| | Caroline Shaw |
| Children's Assistants | Anna Papalegis |
| | Ruth Yannetti |
| Young Adult & Children's Assistant | Cara Thissell |
| Cataloging & Circulation Assistant | Annmarie McMakin |
| Library Clerk & Interlibrary Loan | Jean Mattson |
| Library Pages | Yvonne Kenney |
| | Suzan McGillivray |
| | Craig Milley |
| | Ashish Shah |
| | Mamta Vora |
| | Michelle Yannetti |

**Automation & Reference**

The funding for online public access terminals (referred to within Burlington's Merrimack Valley Library Consortium as CL-CATS') was approved at the May Town Meeting and the terminals installed in July. The public has adapted very easily to the new technology, which displays what is owned by other libraries as well as Burlington's holdings. The staff is always ready to assist users who have questions about the CL-CATS' very user-friendly search process. With the CL-CATS fully operational, the time-consuming updating of the old card file has been discontinued. The card catalog will be dismantled in 1992.

InfoTrac Magazine Index continues to be heavily used in the library's reference area. It is the CD-ROM equivalent to the Reader's Guide to Periodical Literature and helps users access the library's 175 newspaper and magazine subscriptions. One possibility under consideration by the Consortium would allow the same terminals to be used for both CL-Cat and InfoTrac functions, giving library users greater convenience in their searches. A microfiche reader-printer and microfilm cabinet donated by a local bank have been used frequently.

Demand for reference service continued to be high, with the busiest hours from 2:30 to 6:00 p.m. on weekdays. Evening and Sunday hours were also very popular. Commonly requested topics were related to school and business activities, personal interests and pursuit of employment.

**Service Development**

Since early fall a major effort has been underway to evaluate and upgrade the library's print collection. The collection is being reviewed, and outdated, unappealing and unused items are being replaced with current, attractive titles. This process is important because it makes it easier for both public and staff to find useful items; it helps staff identify weaknesses in the collection; and no longer useful materials will not have to be moved to the library's temporary home while the library is under construction. To aid in rebuilding the collection, the library has joined 125 other area libraries in a book-purchasing cooperative which offers better prices on a major vendor's goods and services.

1991 was the first full year in which both staff time and a portion of the materials budget was allocated for young adults. New fiction was purchased for junior high and high school students, the collection rearranged and outdated materials removed. Use of the collection has grown steadily. Programs developed for this age group included a summer reading club which drew 94 participants, a bi-weekly book club and a workshop series on babysitting.

The periodical, new book and audiovisual materials areas of the library were rearranged to make these collections more visible and easier to use.

**Building Expansion**

Construction was begun on the Police Station, Phase One of the Master Facilities Study Plan, during the summer. Consequently, efforts were begun in late 1991 toward the implementation of Phase Two, the expansion of the library. Discussions took place among the architect, trustees, Capital Buildings Study Committee and new director, and earlier drawings were revised. In November, trustees and the director visited several libraries which had expanded recently.

**Ongoing Programs and Special Activities**

GENERAL: Authorfest was held in April. This event is cosponsored by the library, the two Friends groups and the Burlington Educational Enrichment Program (BEEP). It provides the opportunity for residents of all ages to hear and meet with authors and illustrators at both the library and the schools and adds copies of their materials to local collections. A farewell reception was held for retiring library director Geraldine Guentner in June, and an Open House welcoming new director Marcia Rich was hosted in October. December was "Food for Fines" Month; 738 items collected at the library were turned over to People Helping People, a local emergency assistance organization. Displays for both children and adults occupied the library's exhibit cases throughout the year. They included artwork, crafts, books and informational displays from individuals, community groups and the library's own collection.

To improve the library's safety and appearance, new handrails were installed by the bookdrop, the handicapped access ramp was repaired, the exterior trim was painted and the carpet was cleaned.

CHILDREN'S: Many library activities and special programs were enjoyed by children from age two to grade six during 1991. The Summer Reading Club, 'Summer of 1000 Stars', had 439 members. A field trip was held to the Science Museum for the planetarium show. Children participated in the library's Second Annual Overnight and in a pen pal exchange with young library users in Connecticut. Nursery schools came for programs and library tours were held. Staff spoke at the middle and elementary schools and to community organizations.

The Friends of the Children's Room sponsored a fall bake sale and a spring flea market. The proceeds from these events and the group's other fund-raising efforts enabled the children's department to hold more of the highly popular special events and performances than the library has offered in the past.

ADULT: The state and Federal tax form program continued to be extremely popular. Two programs for adults were offered by the library and four were co-sponsored with the Friends of the Library. Topics for these programs included wardrobe coordination, financial planning, rare books and Burlington's history and school system. The Friends' annual book sale was held in May.

**Statistics**

Library use continued to grow during 1991. Circulation has increased 20% in the last two years and 50% since 1987. Traffic was up12.7% to an average of 414 people visiting the library each day. Use of specific services such as reference assistance, reserves or requests to borrow materials from other libraries grew by 11%, 19% and 42.3% respectively.

| | | |
|---|---|---|
| Days Open | | 324 |

| Circulation | | |
|---|---|---|
| Adult | Juvenile | Total |
| 87,748 | 84,065 | 171,813 (9% increase) |

| | |
|---|---|
| InterLibrary Loan | |
| Materials Borrowed | 1,140 (42.3% increase) |
| Materials Loaned | 1,090 (32.6% increase) |
| Items Reserved | 3,163 (19.0% increase) |
| Borrowers Registered | 1,971 (17.3% decrease) |

Reference Questions Answered 11,690(11% increase)-
Figure not directly comparable to previous year's. This is due to changes in the way incoming phone calls are handled, which improves public access via phone and also increases staff efficiency. If calls had been logged throughout the year in the same manner as the past, the total and increase would have been higher.

| | |
|---|---|
| Traffic Count | 134,271(12.7% increase) |

**Programming**

| | #of Programs | Attendance |
|---|---|---|
| Adult | 7 | 155 |
| Children's | | |
| Story and/or craft | 148 | 2,450 |
| Performances | 15 | 1,373 |
| Total | 170 | 3,978 |
| Meeting Room Use | | |
| Library-sponsored | 174 | |
| Community Organizations | 156 | |
| Total | 330 | |

| Materials Added to the Collection | | |
|---|---|---|
| Books | | |
| Adult | Juvenile | Total |
| 1,870 | 1,429 | 3,299 |
| Non-print | | |
| Adult | Juvenile | Total |
| 315 | 105 | 420 |

| Materials Withdrawn from the Collection | | |
|---|---|---|
| Books | | |
| Adult | Juvenile | Total |
| 4,327 | 1,381 | 5,708 |
| Non-print | | |
| Adult | Juvenile | Total |
| 35 | 59 | 94 |

| | |
|---|---|
| Total Items in Collection 12/31/90 | 59,449 |
| Items Added 1991 | 3,719 |
| Items Withdrawn 1991 | 5,802 |
| Total Items in Collection 12/31/91 | 57,366 |

| | |
|---|---|
| Overdue Notices | |
| First Notices | 2,778 |
| Second Notices | 757 |
| Certified Letters | 178 |
| Monies Turned in to Town | |
| Fines and Service Charges | $2,359.11 |
| Books Lost and Paid for and | 5,739.22 |
| Donations to Book Budget | |
| Payment for Lost Cards, Reserve | 391.08 |
| Notices and Microfilm Print-outs | |
| Total | $8,489.41 |

**Conclusion**

Many ingredients are necessary for a community to have a good library. Among the most important of these is community support. I would like to thank the Friends of the Library and the Friends of the Children's Room for their help and support, both moral and financial; the many businesses, organizations, and individuals, who have donated money, equipment, or books; town officials and other departments for their cooperation; Town Meeting Members for their continued support for library services; and most of all, the library staff and trustees for being there when they are needed.

Marcia A. Rich
Library Director

# THE BOARD OF LIBRARY TRUSTEES

The Board of Library Trustees accomplished a great deal in 1991. Library Director, Geraldine Guentner, announced in January her plans to retire in June, and the trustees had an intense winter & spring formulating goals for the library and its new director, advertising the position of director, reviewing resumes and preparing for interviews, and finally conducting the interview process itself. One of the very few benefits of the current economic situation is that we had a good pool of applicants from which to hire. The Board received approximately 25 resumes; eleven candidates were interviewed; and of those eleven, three were called back for second interviews. By June the board was delighted to announce Ms. Marcia Rich as the new Director of the Burlington Public Library. Ms. Rich's background includes a five year stint as director of the Chicopee Public Library System in Chicopee, MA, and five years as coordinator of library development for the Western Massachusetts Regional Library System. Ms. Rich brings many strengths to the Burlington Public Library, and we are proud to have her as the director of our library.

The trustees continued to focus on the library's visibility in the community with two open houses. In June, the Friends of the Library together with the trustees sponsored an open house at the library to bid a fond farewell to retiring director Geraldine Guentner. Several presentations were made in her honor, including one from Selectmen. In October the trustees held an open house to welcome new director Marcia Rich.

We continued to automate the library with the acquisition of 3 CL-CAT terminals for public use. These easy-to-use terminals are the modern equivalent of the card catalog. They enable a patron to search the holdings of our library and other libraries in the consortium to which we belong, more rapidly and thoroughly and easily than by using the old paper card catalog.

As the new Burlington Police Station nears completion, the trustees are once again actively pursuing the plans to expand the library building. Three years ago the board of trustees had worked closely with consultant James Kennedy to develop a Library Building Program Statement: a written description of the library facility needed to serve Burlington, including such details as the amount of tables and seating required, number of feet of shelving for the target book collection, and amount of space needed for various staff work activities. Preliminary sketches based on this written document were drawn and the board felt it was ready to ask Town Meeting to fund design and development drawings; at that point however the library instead became part of the town's Master Plan, and the Board of Trustees put the library's development on hold as the new police station became the town's first priority. At the end of 1991, with the new police station becoming a reality, the trustees began again to work with architect Max Ferro of the Preservation Partnership to refine the earlier drawings and to incorporate the ideas of the new director. The Board of Trustees plans to approach town meeting in 1992 for the funding of design and development plans, in order to move once again toward the much-needed expansion of so important a town facility as its library. We are encouraged by the probability of construction prices remaining depressed over the next couple of years, that the library expansion may come in at a favorable cost as did the new police station. The Citizens and Town Meeting members of Burlington have been supportive of the library in the past, and we look forward to their continued support.

The trustees were active in expanding their knowledge of libraries this year. Trustee Karen Arnold attended a workshop with librarians Sandy Hoyt and Elizabeth Weisberg. The topic was town budget cuts and library survival, sponsored by the Eastern Massachusetts Regional Library System, and was held at our own library with representatives of several other libraries attending. Trustee Richard Radtke was the Board's representative to the annual conference of the Massachusetts Library Trustee Association; he attended a number of workshops and lectures, including one on computerized encyclopedias. Various members of the board, together with Ms. Rich, spent a Saturday touring four other area libraries to look at architecture, layout, space usage, staff workspace, etc, with an eye toward the eventual expansion of our facility as well as looking for fresh ideas on using the small space we have until the expansion.

In closing, the Board of Library Trustees, would like to thank Miss Geraldine Guentner for 19 years of service to the library and town.

We would also like to thank Assistant Director, Elizabeth Weisberg for all her extra work ensuring a smooth transition between directors.

We especially thank the citizens and Town Meeting members of Burlington, who continue to support the library. And we ask that you feel free to contact any of the trustees with any questions, concerns, or ideas that you have. This is YOUR library!

Respectfully submitted,

Amy Warfield, Chairperson
Timothy Braceland, Vice Chairperson
Karen Arnold
Richard s. Lewis, D.M.D.
Julie Michutka
Richard Radtke

# HISTORICAL COMMISSION

The Historical Museum on Bedford Street provides a unique opportunity for town residents to browse through its many displays and obtain a glimpse of what used to be in by-gone days of the Town of Burlington. Town artifacts and personal treasures, many donated by past and present residents, are on display, including a spinning wheel, a venerable drum, numerous old pictures, books, clothing, a clock formerly ensconced on the old town hall, and which is still running, dolls, valentines and toys.

In memory of Marge Casassa, a former member of the Historical Society, a sourwood tree was donated by the Society and planted in front of the museum. To further recognize another individual who contributed greatly to the preservation of our historical buildings and memorabilia, through the efforts of our veterans organizations the corner of Bedford Street and Francis Wyman Road was dedicated to and named the Sgt. Charles P. Casassa Square. The Historical Commission was more than pleased with this dedication, since Charlie was instrumental in saving the "Old West School" at this same location.

The Town now has two historical buildings to be included in both the National Register and the Massachusetts State Register of Historic Places - The "Second Parish Meeting House" now known as the "United Church of Christ Congregational" at the corner of Bedford and Lexington streets, and the "1666 Francis Wyman House" located on Francis Wyman Road.

The upkeep of the Museum and the West School is ongoing. This past year, the oil burner, hot water heater and replacement of a a stainless steel sink required our attention, along with replacement of floodlights to the front and rear of the building. Broken windows and door at the West School were replaced and/or repaired, and the existing school desk and chairs made stationary. We anticipate that the roof of this building will need

replacement in the not too distant future. A matching grant was applied for, but with no success. We will try again.

The Commission continues to host tours of the Museum and West School for groups of Boy and Girl Scouts, and will be happy to host tours by other organizations interested in visiting these historic buildings. Also, we would be delighted to hear from anyone interested in volunteering as a tour guide; just leave your name and number at Town Hall by calling 270-1600.

We are most appreciative of the cooperation of our new neighbors at Burlington Glass Company, which abuts our property, and the greatly improved appearance of this area.

The Commission wishes to express its appreciation of the cooperation and efforts of Head Custodian Paul Arseneault in the maintenance of these buildings.

A special thank you is extended to David Erwin of Given-Erwin Florists for the donation of beautiful chrysanthemum plants each fall to beautify the grounds of the Museum and the West School.

We now have a full complement of members on the Commission and look forward to a productive year, both in maintaining these properties and in making the townspeople more aware of this heritage and its accessibility.

Respectfully Submitted,

272-7268

Pauline R. Keans, Chairperson
Ammee L'Heureux, Secretary
Norman B. Biggart
Christine M. Monaco
Suzanne J. Trousil
Carol Soares O'Hearn
Robert E. Davis

# SCHOOL COMMITTEE



**(Left to Right) Front Row: Student Representative Shuba Satyaprasad, Chairman Lucy Damiani, John Mooney. Back Row: John Vanella, Vice Chairman Donald Muse, J. Edward Fogelberg.**

**SCHOOL COMMITTEE**

| | Term Expires |
|---|---|
| Lucy Damiani, Chairman<br>7 Hearthstone Drive | 1992 |
| Donald Muse, Vice Chairman<br>21 Davida Road | 1992 |
| John E. Fogelberg<br>214 Winn Street | 1994 |
| John D. Mooney<br>4 Richard Road | 1993 |
| John L. Vanella<br>8 Pearson Circle | 1993 |

The regular meetings of the School Committee are held in the School Committee Room, Open Space A, Burlington High School, Burlington, on the second and fourth Tuesday of each month at 7:30 p.m. If a change in meeting dates is voted, a posting on the Town bulletin board is required by law. Information is secured by calling the Superintendent's Office.

**Superintendent of Schools**

Robert M. Neely — B.A., University of California; M.A., University of California; M.B.A., Boston College

**Assistant Superintendent for Business and Finance**

James L. Picone — B.S., Salem State College; M.A., Suffolk University; Doctoral Candidate, Boston College

**Director of Curriculum and Instruction**

Avalin Green — A.B., Middlebury College; M.Ed., University of Virginia; Doctoral Candidate, University of Pennsylvania

**Director of Pupil Services**

J. Kevin Foley — B.S., Boston University; M.Ed., Northeastern University

**Director of Buildings and Grounds**

William H. Koutrouba — Northeastern U., Engineering Courses; University of Massachusetts Housing Standards, Inspection & Enforcement; Neighborhood Housing Services of America; Loan, Budget, Creative Lending; Lead/Asbestos Code Enforcement

Robert F. Morgan, Assistant Business Manager

Monica Curtin, Supervisor of Attendance

**Burlington High School Administration**

Maynard M. Suffredini, Jr. — B.S., Boston State College; M.E.D., Boston State College; C.A.G.S., Northeastern University; Ed.D., Boston College
Principal

Otto M. Contardi — B.S., Northeastern University; M.Ed., Northeastern University
Associate Principal

| | |
|---|---|
| Samuel F. Gualtieri | B.A., Middlebury College |
| Associate Principal | M.Ed., Salem State College |

**Marshall Simonds Middle School**

| | |
|---|---|
| Richard J. Connors | B.S., Salem State College |
| Principal | M.Ed., Boston University |

**Elementary Schools**

| | |
|---|---|
| Richard J. Benowitz | B.S., Temple University |
| Fox Hill School | M.Ed., Boston University |
| Paul A. Cabral | B.S., Salem State College |
| Wildwood School | M.Ed., Salem State College |
| Ann L. McNamara | B.A., Emmanuel College |
| Memorial School | M.Ed., Northeastern University |
| Stephen E. Preston | B.S., Salem State College |
| Pine Glen School | M.Ed., Northeastern University |

## SCHOOL COMMITTEE

We enter 1992 with great apprehension and concern for the state of the economy and its potential impact on the education Burlington is able to provide for its children. It is, therefore, fitting to reflect on the year just past in an effort to gain direction for the future.

A primary concern at the beginning of 1991 was also the budget. The Ways and Means Committee issued a guideline of no more than 1.5% increase in expenditures. After careful deliberation and weighing of alternatives, the Committee met that requirement and the budget of $18,366,731 was passed without objection by Town Meeting. This would not have been possible without the very able guidance of Assistant Superintendent James Picone and Superintendent Robert Neely. We also appreciate the continued spirit of cooperation and communication with the Ways and Means Committee.

In order to arrive at the prescribed guidelines, supplies and maintenance were level-funded, nearly all equipment purchases were postponed, seven staff members took advantage of the Town early retirement incentive, an outside vendor was contracted to provide systemwide cafeteria management, some late busses were cut, and 9.6 staff positions were eliminated.

The election in April returned the same membership to the School Committee with the reelection for the fifth consecutive term of Mr. John (Ed) Fogelberg. At its organizational meeting Mrs. Lucy Damiani was elected Chairperson and Mr. Donald Muse, Vice Chairman. Mrs. Joan Corrao was reappointed Secretary and Attorney J. Spencer Tobin was reappointed as Negotiator. Mr. John Vanella continued to represent the Committee on the Recreation Commission, Mr. John Mooney continued as liaison to Burlington High School PTSO and the 766 Parent Advisory Council, Mr. Fogelberg served on the Sick Leave Bank Committees of the Burlington Educators Association and the Burlington School Administrators Association, and Mr. Muse and Mrs. Damiani served on the Academic Review Board. In addition to these and other subcommittee duties, each member served as liaison to the Parent Teacher Organization of at least one school.

Two long-time administrators retired in 1991. Dr. Gloria Lombard, who first came to Burlington as Principal of the Pine Glen School in 1965 and was appointed the first Principal of the newly opened Fox Hill School in 1967, retired in June. The positive influence of her tenure and the impact of her leadership on educational programming are greatly appreciated.

Frank Cagliuso came to Burlington in 1967 as a teacher and was appointed Director of Music a year later, a post he held until his retirement in June. During those years the music program expanded to all grade levels, both classroom and individual instrumental. Through his advocacy for the music program, many children have been exposed to this art form and developed talents which might otherwise have been undiscovered.

Other retirees included: Teachers: Mary Maciel, Mario Medaglio, Madeline DeAntonis, Rose Somensini, and Thelma Tibbitts; Instructional Assistant Elizabeth Hardy; Cafeteria Staff: Leora Connors, Louise Smith, Elsie Costa, Jeanne Parker, and Rhoda Mercier; Custodial Staff: Louis Pelletier, Loretta Dominick, Josephine Spinoza, and Ralph Dalba; Clerical Staff: Iona Ganley and Eileen Bates. The Committee extends to all its appreciation for years of dedicated service and best wishes for happy retirements.

One hundred fourteen applications were received for the Principalship of the Fox Hill. A screening committee narrowed the field to three who were interviewed by the Committee. Mr. Richard Benowitz was recommended by the Superintendent and unanimously appointed by the Committee. Mr. Benowitz has been a Burlington staff member since 1975.

In addition to representation on the PTO's, the Committee began other new programs. A Spotlight on Excellence was established as an agenda item for every meeting in an effort to give proper recognition to outstanding staff and student efforts which are occurring daily in our system.

In line with the Superintendent's goals for the year, the Committee supported the establishment of forums in order to more actively engage the public in dialogue on school-related issues. The first, on reading, was presented by Avalin Green to a gymnasium full of elementary parents. The second forum on School Choice with Senator Robert Havern and Representative Marianne Brenton drew an interested crowd of Burlington residents and School Committee members from neighboring towns. A third, on upcoming budget issues is scheduled in January of 1992. The School Choice Forum led the Committee to host joint meetings with committee members from other communities on

items of mutual concern such as proposed educational and funding reforms. The first, with Senator Mark Roosevelt, is planned for January 30.

A long overdue review and revision of the Policy Manual was undertaken this year. Three of eight sections of the manual have been examined. The most significant change has been in the area of hiring practices. All teaching staff are now required to be Massachusetts certified.

Recognition came to Burlington from outside our borders. Teachers and support staff from the Kindergarten were invited to be presenters at early childhood conferences sponsored by Lesley College. The earlier evaluation of the Extended Day Kindergarten program drew kudos from Lesley staff members who participated in the process.

Marshall Simonds Middle School gained national recognition when it was awarded a Blue Ribbon School designation. Principal Richard Connors and three staff members traveled to Washington, D.C. to receive awards from President Bush and the Department of Education. Staff, parents, students, and administrators were justifiably proud of MSMS at an evening program commemorating the designation and at which a special flag was presented to the school.

Ongoing staff development has led to new initiatives such as Cooperative Learning in some elementary classes. Teachers Ann Lloyd, Elaine Sheehan, and Jill Wagner brought what they learned not only into their own classrooms but networked new techniques with other interested faculty.

At the High School, interdisciplinary curriculum teams have been established at each grade level in an effort to more effectively coordinate and integrate the curriculum. The position of an Administrative Intern has been established to give one staff member per year the opportunity to work in an administrative capacity. The Intern teaches a regular class load but is relieved of one duty period per day to perform administrative tasks.

The High School has also seen the establishment this year of the Red Devil Branch of the Somerset Savings Bank in its lobby. This allows banking students practical experience in an actual banking atmosphere. We are grateful to the Somerset Bank for funding the transformation of the bookstore into a bank and for its willingness to help our students.

Led by the PTSO, parents and community came together to sponsor the first Post Graduation Party for our seniors. The outpouring of financial and physical support was gratifying and made the night a huge success, with funding available to continue the tradition.

The School Committee recognizes and appreciates the leadership of Superintendent Robert Neely. At the end of his second annual evaluation, the Committee unanimously voted to extend his contract two additional years to July 1994. His leadership in all the areas noted above, in addition to the continuation of the strategic planning process, curriculum review, personnel and budget planning are essential. He has encouraged the Committee to be proactive rather than simply reactive as we strive together to meet the challenges of our school system.

Special thanks to Kevin Coughlin our student representative and to Joan Corrao for her patience and dedication.

Respectfully submitted,
BURLINGTON SCHOOL COMMITTEE
Lucy M. Damiani, Chairperson
Donald J. Muse, Vice Chairman
John E. Fogelberg
John D. Mooney
John L. Vanella

# SUPERINTENDENT OF SCHOOLS

Last fall, our school system began a strategic planning process which involved over 120 people including parents, teachers, administrators, school committee members, and members of the community at large. The process resulted in the following mission statement:

> "The mission of the Burlington Public Schools is to help all students acquire organized knowledge, master physical and intellectual skills, and understand ideas in ways that foster a positive self-image and lead to lifelong learning, self-sufficiency, and responsible citizenship."

The strategic planning process also resulted in four strategies for the school system which have helped us to realize that mission. The first was to develop a model curriculum through a procedure that would allow us to review our entire curriculum over a six-year period. This procedure was adopted by the School Committee in December of last year and is now an integral part of our school system. So far the procedure has resulted in a revision of our writing and art curricula so that they are consistent with the best research in those disciplines. Our next step will be to review our entire social studies program beginning in January.

The second strategy was to develop a model staff development program so that our teaching staff could continue to improve its teaching skills. This strategy has already resulted in a peer-coaching program which allows teachers to observe and help one another in their respective classrooms, and it has inspired programs in literature-based reading, process writing, and cooperative learning.

The third strategy was to structure our schools in ways that would facilitate student learning. This strategy has resulted in the creation of high school interdisciplinary teams which are investigating models that will enable students to see the relationship among various academic disciplines. It has also encouraged us to investigate some of the precepts of school-based management and to rethink the ways we have structured our elementary schools.

The fourth strategy was to increase communications between the schools and the community. Accordingly, a volunteer committee of teachers, administrators, parents, and business leaders has developed a climate survey which will solicit the public's view of our school system. The committee has also begun to investigate ways to publicize students' work throughout the community, and to develop a "Teacher For A Day" program that allows members of the community to experience a day in the life of a teacher.

The entire strategic planning process has energized our teaching force, improved our curriculum, and made our good schools even better. But the important programs we have begun and the quality education we have continued to provide may be in jeopardy. Over the past two years the school department, like all other town departments, has met the budgetary guidelines established by the Ways and Means Committee. But it is becoming increasingly difficult to stay within those guidelines and, at the same time, maintain the quality of our schools. If there is no relief soon, either through increased state aid or a major revision in the way we finance public schools, we will begin destroying our school system, little by little, until we have 30 to 40 children in each classroom and an environment of hopelessness.

I can't believe this will happen in Burlington. Over the past two years of my Superintendency, I have seen a town that takes pride in its schools, with solid reasons for doing so. But if we begin to lay off teachers and cut programs because we cannot get adequate funding, then we too will lapse into the morass that now pervades most other Massachusetts school districts. I hope that this tragedy will not happen in Burlington and that we will continue improving our schools and supporting our children in their search for a quality education.

Respectfully submitted,

Robert Neely
Superintendent

# CURRICULUM AND INSTRUCTION

The Curriculum Review Procedure continues to guide the systematic review of curriculum K-12. The review of the art education curriculum was completed in June 1991. A revised curriculum guide for the area was written during the summer and fall and recommended changes are already being implemented in this area. The study of writing continues with eleven pilot classroom programs in progress.

To keep parents informed about the changes occurring in curriculum and instruction, the joint PTO's have established a series of parent forums. The first forum, held in November, provided information on reading development and ways that parents can support the development.

The curriculum studies provided the theme for the March Staff Development Day. Donald Murray, Boston Globe columnist and Pulitzer Prize winning author, explored the influences of art on his own writing in a keynote address to the whole staff. Teachers attended workshops in the target curriculum areas.

With the help of Lesley College Professor Mary Mindess, an evaluation of the extended day kindergarten was completed in April and reported to the School Committee in May. In Mindess' words, "...the Burlington Extended Day Kindergarten Program is an exemplary program." She went on to applaud the curriculum for offering children hands-on learning experiences. Strengths were noted in the areas of literacy, mathematics and science. Mindess also praised the staff development part of the program. The directions for future program growth, including the area of social cognition and student assessment, are being addressed through the inservice program.

As a result of the evaluation, Burlington's kindergarten staff was asked to present workshops and displays of student work at the New England Kindergarten Conference in November. Ten Burlington teachers were honored by the School Committee in the Spotlight on Excellence for their contributions to the Kindergarten Conference.

Incentives offered by the School Committee to upgrade professional skills have promoted many teachers to take courses during the year. The School Department has provided courses after school hours and during the summer. Nine courses and workshops were offered during the summer which more than 150 teachers attended. Many of the courses have been in the areas of the districtwide curriculum studies.

Respectfully submitted,

Avalin Green
Director of Curriculum and Instruction

# BURLINGTON HIGH SCHOOL

Burlington High School continues to provide a strong, well-balanced curricula to all students. While budgets have been reduced and enrollments have declined from 1,030 to 953 over the past year, all programs have remained in place.

Standardized Test Scores of graduating seniors remain at state and national averages within one standard deviation, and each year we experience an increase of students pursuing post-secondary education. Last year was no exception with 89% of our students going onto colleges, universities and associated institutions.

Changes in staffing have taken place. Two veteran teachers retired after long and distinguished service. Ms. Rose Somensini and Ms. Mary Maciel both taught in our Physical Education Department for more than twenty-five years. Hired to our staff was Mrs. Julia Brown who is assigned part time to our Social Studies Department.

New programs were also a part of our school this past year. Burlington High School moved into the forefront of public high schools with the opening of a district branch of the Somerset Savings Bank within the school. This addition will provide students with the opportunity to gain banking job experience as well as related educational experiences.

The Foods Service Program was changed to an outside private vendor, Republic Foods Management Service. This change is designed to save costs as well as provide an equal or better institutional program for our students.

In an attempt to improve Guidance services, a Guidance suite was established in the administrative wing to consolidate the two original office areas. This new facility enables students, parents and staff to obtain in one area all Guidance services and/or information available from that department. This consolidation was the completion of a major goal set by Dr. Suffredini. Now, all Guidance and Administrative personnel are located together in one area.

Teacher empowerment has been a main focus by the High School Administration. In this light, Curriculum Teams were formed, one for each grade level and each chaired by one staff member. The primary task will be to develop a fully-integrated curriculum within the near future. This integrated curriculum will articulate sequence and scope across each grade level as well as through the grade levels. The School Committee approved the appointment of Mrs. Carolyn Weiser, Mr. Leonard Connolly, Mr. C. David Luther and Mr. Michael Guadagno as the new Curriculum Team Chairpersons.

In addition to these new positions, an Administrative Intern was approved by the School Committee. Dr. Henry Razzaboni was appointed to this post.

Both Curriculum Team Chairpersons and Administrative Intern positions will remain as teaching positions, and the filling of these positions is done without any additional cost to the School Department.

The 1991 school year ended with considerable excitement. As final exams were to commence, a storage room fire took place which forced the closing of the high school for three days. Although damage did occur to the custodial storage area, fortunately, no one was injured in the calamity.

Lastly, students from our Foreign Language classes attended this past Fall, once again, our Exchange Program with Hockenheim, Germany. Over the years, several groups of students from Burlington High School and Gauss Gymnasium of Hockenheim have shared in this very educational and productive program. We are fortunate to be a part of such a union.

We are pleased with the educational programs and expansion available, and the overall performance and future opportunities available to our students.

Respectfully submitted,

Dr. Maynard M. Suffredini, Jr.
Principal



**Interdisciplinary Curriculum Team Chairpersons reviewing material with high school Principal Dr. Maynard Suffredini and School Committee Chairperson Mrs. Lucy Damiani (Left to Right: Mrs. Carolyn Weiser, Mr. David Luther, Mrs. Damiani, Dr. Suffredini, Mr. Michael Guadagno, Mr. Leonard Connolly.)**

# ART DEPARTMENT

Burlington High School Art students received honors in the regional and state Scholastic Art Exhibition for the twenty-fifth consecutive year.

In the spring of 1990, the department produced its eighteenth annual "Exhibition." Over 700 pieces of work were exhibited in the library and main lobby.

Selected to represent Burlington at the third annual Art All-State Festival at the Worcester Art Museum were Colleen Killion and Marc Roos. All-State is sponsored jointly by the Museum, the Massachusetts Art Education Association, the Massachusetts Alliance for Arts Education and the Massachusetts Directors of Art Education.

The department hosted visitors from over thirty New England schools interested in implementing computers in their art curriculum. The computer lab continued to expand with the addition of a new MacLC, donated by Apple Computer for our participation in their "K-12 Solutions Forum" which was held in Boston in March. Ms. Sullivan, Mr. Young and three students - Jennifer Moody, Jim French and Peter Petropoulakos presented a variety of design assignments on the Mac to audiences of superintendents, curriculum specialists and computer coordinators from the New England area.

The system-wide curriculum study committee continued its research in the spring and began the writing of the art curriculum during a workshop held in the early summer. The committee completed its work in December.

Respectfully submitted,

Philip E. Young
Art Department Chairman

# ENGLISH DEPARTMENT

Professional development has occupied English Department efforts during the past year. In conjunction with the system-wide Writing Leadership Committee, the department participated in a workshop conducted by Tom Romano, author of several books on teaching writing. Department members have also completed an in-service course on reading and writing in the high school classroom. Another in-service workshop attended by department members focused on the Paideia Proposal, an instructional style based on Socratic method. Additionally, many members of the staff have taken courses in computer technology, peer coaching and drug and alcohol education. These professional development initiatives should yield instructional dividends for our students.

Our school publications, Collab and The Devil's Advocate, under the supervision of Mr. Kevin Field, Ms. Carla Panciera and Mr. Paul Howard, both received national recognition during the past year. The department is proud to announce that John Mealy, Class of 1991, received the National Council of Teachers of English Writing Achievement Award. The council also cited Burlington High School's writing program for excellence.

Respectfully submitted,

Robert W. Casey
English Department Head

# FOREIGN LANGUAGE DEPARTMENT

Enrollment in the Foreign Language Department for the school year 1991/92 is 625 students or approximately 65% of the student body. Students may elect to study French, Spanish or Italian for five years. German and Latin are offered for four years. Audio-visual materials, including video tapes and foreign films, are used extensively in the classroom. Mrs. Laurie Smith is the Advisor to the newly-formed Spanish Club and is the Co-advisor to the Student Council. Department members actively participate in the Curriculum Coordinate Committees. In October, a group of Burlington High School students were involved in an Exchange with the Gauss Gymnasium in Hockenheim, Germany. Burlington has the second-longest continuous German Exchange Program in the United States. The German students, accompanied by their teacher, Mr. Helmut Beck, will arrive here in May. The continuous support of the foreign language program in the Marshall Simonds Middle School enables students to study a variety of languages and thus this study remains a vital part of the Burlington High School curriculum.

Respectfully submitted,

Edward A. Doyle, Chairman
Foreign Language Department

# HEALTH EDUCATION DEPARTMENT

Our Health Education Department, Fitchburg State College and the Massachusetts Department of Education Grant Funding, enabled forty-six teachers to participate in a graduate course entitled "Substance Abuse." In addition, our Drug and Alcohol Awareness Week in May was highlighted in an address by Dr. Lonise Bias to students and faculty, a recognized authority on the subject. The staff assisted the Parents Advisory Council in conducting the first ever drug-free all night graduation party, which was widely received and termed a "tremendous success."

The Burlington Community Life Center conducted a pilot program dealing with teenage suicide that enhanced our overall Mental and Social Health Unit.

In-service programs were provided in the areas of CPR and First-Aid to staff members and bus monitors. The on-going programs will continue each year.

Respectfully submitted,

James A. Trentini
Health Coordinator

# MATHEMATICS DEPARTMENT

The Math Department courses continue to strive to meet the needs of all student levels by opening a wide variety ranging from advanced placement courses in calculus, computers and probability to basic courses in math and computer science.

The computer programming courses continue to be popular especially the most recent editions of Lotus and Graphics designed by Mike Phelan. We expect interest to remain high and, in order to meet the need, we must continue to upgrade the equipment.

Because of the interest in computers, over 50% of the staff has been involved in course work over the last three years in order to upgrade their backgrounds. Twenty-five percent of the department either teach for local colleges or work part-time as consultants for computer firms. A number of former members work full-time for computer firms and often volunteer their services to help the department keep abreast of industry trends.

The latest math assessment showed a significant increase from previous ones. The Math League team qualified for both the Eastern Massachusetts and State Tournament for the second time in the last three years.

Thanks to "Best Bet" a number of curriculum projects have been undertaken in math and computers.

Respectfully submitted,

James P. Curtin
Math Department Head

# HIGH SCHOOL PUPIL SERVICES DEPARTMENT

The Guidance Department has worked to meet the diverse and complex needs of the high school student population. The Guidance Counselors, through the use of varied counseling techniques, work with students to identify and remediate problem areas as well as to help them develop appropriate educational/career goals and courses of action to achieve those goals.

The programs for special needs students continue to be effective in identifying learning problems as well as helping students cope with complex societal issues.

On April 1, 1991, Mrs. Iona Ganley retired from her position as Guidance Secretary at Burlington High School after twenty-five years of dedicated service to the students of Burlington. She played a pivotal role in helping the Guidance Counselors meet the demands and needs of the students of Burlington.

The Guidance Counselors and the rest of the High School Pupil Services Department are now housed in new, centralized quarters which are located right near the main entrance at Burlington High. This centralization will allow the counselors and the pupil services staff to offer more efficient service to the entire school community. In addition to offices for each of the counselors, the suite also contains a conference room that allows for complete privacy, an area for large group meetings, a college/career resource area and a testing/tutorial room. The design of the new suite has also provided a comfortable waiting area and a secure work station for the Guidance Secretary.

The Guidance Department hosted representatives from 81 colleges and technical schools who spoke to interested students regarding admission requirements, costs and financial aid information during conferences at the high school.

The college computer information system (COLLEGE COUNSEL) was utilized by 195 students the past school year. Each participant received a personalized booklet detailing those colleges that appear to best meet their needs, interests and abilities, This information used in conjunction with the expertise of the Guidance Counselors provided the necessary information for the student to make a positive collegiate choice.

The 1991 Burlington High School Scholarship Program produced positive results. One hundred thirty-four donors contributed to the 1991 program. Scholarships, totaling $160,860 were distributed to 213 recipients. Our deepest gratitude is extended to the local individuals, civic groups and business organizations who contributed to the scholarship program.

The following is a profile of the Class of 1991:

Size of Class: 261 students

| | |
|---|---|
| Number of Students Continuing Ed.: | 233 or 89% of Class |
| Number of Students Seeking Employment: | 24 or 9% of Class |
| Number of Students Entering Military: | 2 or 1% of Class |
| Number of Students With Other Plans: | 2 or 1% of Class |

| | |
|---|---|
| Continuing Education Information: | |
| Four Year Baccalaureate Programs: | 189 or 72% of Class |
| Four Year Public Institutions: | 97 or 37% of Class |
| Four Year Private Institutions: | 92 or 35% of Class |
| Two year Associate Degree Programs: | 35 or 13% of Class |
| Two year Public Institutions: | 32 or 12% of Class |
| Two year Private Institutions: | 2 or 1% of Class |
| Educational Non-Degree Programs: | 9 or 3% of Class |

**1991 CEEB Test Summary:**

246 students tested out of a Class of 261 or 94%

**Scholastic Aptitude Test (Cumulative Percentages):**

| | Verbal | Math |
|---|---|---|
| Above 700 | 1% | 5% |
| Above 650 | 2% | 10% |
| Above 600 | 4% | 16% |
| Above 550 | 8% | 26% |
| Above 500 | 19% | 38% |
| Above 450 | 36% | 52% |
| Above 400 | 56% | 68% |

**Achievement Tests (Mean Scores):**

| | | | |
|---|---|---|---|
| English Composition: | 473 | Literature: | 468 |
| Math Level I: | 521 | Physics: | 526 |
| Math Level II: | 615 | Chemistry: | 534 |
| Biology: | 428 | Spanish: | 526 |
| American History: | 463 | French: | 434 |

Respectfully Submitted,

Thomas Imbriglio
Chairperson, High School Pupil Services

# READING AND BASIC SKILLS

The reading specialist at Burlington High School continues to coordinate all aspects of diagnosis, instruction, and consultation with regard to reading related areas. As the school's Basic Skills Facilitator, his responsibilities also include implementing the various components of the Massachusetts Testing Programs, including this year's Curriculum Assessment Tests administered to all members of the senior class. Specific instructional programs in reading, vocabulary, writing, study skills, and SAT preparation are designed for both classroom and individual settings. Referrals for these services continue to originate from various members of the high school community, including teachers, counselors, parents, and students themselves.

Respectfully submitted,

Robert F. Conceison
Reading Specialist

# SCIENCE DEPARTMENT

Curriculum coordination was in evidence between the Science and Social Studies Departments this fall. The Genetics class of Mrs. Sonnenschein and the Law class of Mr. Driscoll collaborated on the genetics aspects of fingerprints and their obvious importance to the law. Burlington Police Lt. Al Sciuto assisted the genetics students on the roll of fingerprints in police work.

The Peer Coaching Program was put into effect by Messrs. Barczak and Fundeklian in their respective classes of Biology and Astronomy/Introductory Physical Science. They will continue with this program into 1992.

Science Olympiad, in its sixth year under the guidance of Mr. Luther, finished second out of fifteen schools in the West Suburban Science League. This program brings the excitement and teamwork of sports competition with other schools in areas related to Biology, Chemistry, and Physics.

The Science Department cooperated in the education of future teachers. In the spring semester Mr. Barczak was mentor to a practice teacher from U. Mass Lowell; in the fall Mr. Beaumont sponsored a pre-practicum teacher candidate from Boston College.

Extended field trips in the Science Department again included the April trip of the Marine Science Club to the Grand Cayman Islands under the direction of Mr. Tocci. Over thirty students participated this year. In May freshman honors Biology students, ninety-five in all, camped at Harold Parker State Forest

in Operation Environment. This four day experience in outdoor biology and ecology studies is under the direction of Mr. Beaumont.

Astronomy classes regularly gather at the Fox Hill School parking lot for evening observations of the stars and planets with Mr. Fundeklian. BEST BET has approved funds for the addition of a Charge Coupled Device to be added to the department's ten inch Meade reflecting telescope. This promises to extend greatly the usefulness of the telescope in teaching astronomy and observing deep sky objects.

Mr. Luther was chosen to chair the junior level Curriculum Coordination Committee. Dr. Henry Razzoboni, physics teacher, has been selected as the first administrative intern in the high school.

Pursuit of science education continues to draw Burlington students to classes as over 80% are enrolled in a science class.

Respectfully submitted,

David L. O'Hearn
Science Department Chairman

# SOCIAL STUDIES DEPARTMENT

The Social Studies Department of Burlington High School is pleased to report that 1991 has been a year of stability and success.

Last year's requirement of World History for all freshmen has been met without the addition of more teaching staff for this department. Three levels are offered and appropriate materials have been selected for each. By stretching the budget, copies of the newest world history textbook, **Patterns of Civilization** by Beers, have been provided for all upper level classes.

The United States History teachers continue to be impressed with the advantages of teaching that course during three semesters. In the junior year segment, 1840 to the present, the **Great Decisions** booklet published by the Foreign Policy Association, was used in the spring semester with good results. Because of the dramatic changes today in world politics — from the demise of the Soviet Union to the Mid-East War — a more scholarly view of world affairs is needed to give the specific events of the day interpretation and background. We plan to use the series again this year.

As in the past, the members of this department continue to enrich their teaching and expand their professional growth by attending seminars and conferences. In April, Mr. Beaudry, Mrs. Brown, Mr. Costa, and Mr. Driscoll attended an all-day Saturday program on Salem Witchcraft sponsored by Salem State College and the Danvers Archival Center. Mrs. Brown attended the Northeast Regional Social Studies Conference in March and the Massachusetts Council's meeting in October. Mrs. Weiser was able to attend the annual meeting of the National Council for the Social Studies held in Washington, D.C., in November. She returned with a wealth of curriculum and teaching materials. Mr. King and Mr. Beaudry attended a couple of one and two-day seminars at Bentley College on global social studies issues.

Several activities were conducted by the Social Studies Department to celebrate the bicentennial of the Bill of Rights. A "Bill of Rights Week" was observed during the second week of December (the actual ratification date was Sunday, December 15, 1991). Each morning, two of the first ten amendments were read over the intercom along with a brief explanation. Classroom sets of a special booklet prepared by the Wisconsin Bar Foundation were purchased. Handout sheets were prepared for use in all social studies classes. A guest speaker from the county District Attorney's office spoke to several classes in a small assembly. Throughout the week, a free standing exhibit on the Bill of Rights was displayed in the main office lobby.

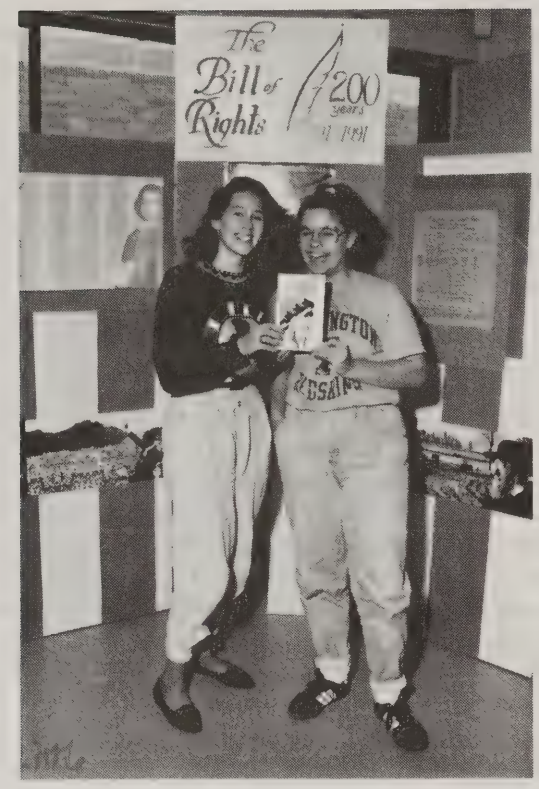
On Friday of Bill of Rights Week, two delegates from each U.S. History class attended a bicentennial ceremony conducted by the state committee at Nurses' Hall in the State House. Two of our sophomore students, Jomarie Ardito and Andrea Kudrez, participated in the program by reading select portions of the Bill of Rights from the podium. After the ceremony, students were given a tour of the State House and had lunch at the Quincy Market. Upon returning to the high school, the student-delegates reported their experiences to the other members of their U.S. History class.

Earlier in the semester, Mr. Driscoll's law students participated in a Bill of Rights essay contest sponsored by the Massachusetts Bar Association.

During the spring, we had one full-time student teacher from Boston College, John Norton. He was an affable and even-tempered young man and will make a fine contribution to the teaching profession. Finally, we are pleased to report that there have been no staff changes within this department during the year.

Respectfully submitted,

Jeffrey W. Hoyt, Chairman
Social Studies Department




**Sophomores Andrea Kudrez and Jomarie Ardito stand in front of the Bill of Rights Bicentennial Exhibit.**

# MARSHALL SIMONDS MIDDLE SCHOOL

1991 will be a year that always has special significance for the teachers, students, parents and administrators who comprise the Marshall Simonds Middle School community. On September 25, 1991, three representatives from Marshall Simonds convened in the ballroom of the Sheraton Washington Hotel in Washington D.C. to receive the congratulations of President George Bush and his wife, Barbara, for being chosen as recipients of a Blue Ribbon Schools Award by the United States Department of Education. Principal, Richard Connors, grade eight language arts teacher, Julie Hennessey, and grade eight mathematics teacher, Michael Janiak, represented M.S.M.S. as one of the year's outstanding schools that included 169 public and 53 private schools located in 44 states, the District of Columbia, Puerto Rico, and West Germany. They were selected from 490 nominations. Only two middle schools in Massachusetts received this unique recognition. All schools were evaluated on leadership, teaching environment, curriculum and instruction, student environment, parent and community support, evidence of student achievement and organizational vitality. A special flag that reads "Excellence in Education" now hangs proudly beneath the American flag on the flagpole that stands in front of M.S.M.S.

The emphasis on academics remained strong at the middle school. A school wide study skills program, a rigorous and well coordinated homework policy, and an emphasis on skill attainment were integrated throughout the curriculums of the school. The exploratory program that includes a wide diversity of courses in the related arts directs itself to the wide interests and special needs of the adolescent. Field trips to see live theater performances, vocal and instrumental music concerts, creative art displays throughout the school and a host of unique student assemblies supplement a program of studies that focuses on the academic and developmental needs of the adolescent.

Staff development continues to be emphasized at M.S.M.S. System-wide writing and art committees include a substantial number of middle school teachers. During the summer of 1991 over half of the middle school faculty participated in educational workshops that up-dated instructional methods and school practices. Twenty-two teachers were trained to use "Co-operative Learning" as a teaching tool to enhance academic programs. This structure's primary characteristic is interdependence. It is collaboration among individuals working together toward a common goal. Studies, research and observation show considerable advantages to cooperative student-to-student interaction. It increases achievement, stimulates higher-order thinking, and helps to increase self-esteem. Presently, teachers at all grade levels at Marshall Simonds are incorporating this teaching method into their repertoire of instruction. Teachers also reviewed and up-dated the grade 6 reading program and met in order to enhance the collaboration between the exploratory and academic curriculum at M.S.M.S.

At the close of the 1990-1991 school year three staff members at M.S.M.S. retired. Madeline DeAntonis, a teacher for 34 years, 18 of them at Marshall Simonds, retired from her grade 6 teaching assignment. During her years at the middle school Madeline taught English, science, math, social studies and reading in grades 5 and 6. Mario Medaglio, a guidance counselor, retired after working in the Burlington School System for 22 years. Mario served as a guidance counselor for seventh and eighth grade children at M.S.M.S. Finally, Josephine Spinosa retired from her position of house worker at the middle school after 21 years in the Burlington School System. Josie, a Burlington resident, made significant contributions to the welfare of students and teachers at both Marshall Simonds and Burlington High School. Paula Panagiotopoulos has returned to her Learning Center teaching assignment in the middle school. Paula, who formerly taught at Marshall Simonds comes to this position after serving two years in the Andover Public Schools.

Sarah Smith, a graduate of Ithaca College and Bowling Green University is a new teacher of speech and language in our special education department replacing Elsa Abele who was granted a one year leave of absence. Sarah has experience as a teacher in Hull, Kingston and Brookline. James Pastore, a graduate of the Boston Conservatory of Music was appointed to a part-time instrumental music position at Simonds. Jim comes to us with 19 years of teaching experience in Revere and Manchester-By-The-Sea.

BEST BET, CNN, Night of Vaudeville, Back To School Night, National Middle School Week, Scholars' Breakfast, Students and Citizens of the Month, Parent Newsletters, Final Fling, Student Council, Band Banquet, Team Leaders, Principals' Symposium, Simonds Says, Concerts, Grade 7 Olympics, Olympics of The Mind, and BEAM, are just a few of the significant terms that the Town of Burlington associates with Marshall Simonds Middle School. The year 1991 has added "Blue Ribbon School" to this list. The student-centered environment at the school in the middle will continue to grow and develop as all of its programs are directed to the ever-changing academic and developmental needs of the adolescent.

Respectfully submitted

Richard J. Connors
Principal

# FOX HILL SCHOOL

The second principal in Fox Hill School's 24 year history was appointed in the Spring of 1991. Richard Benowitz, a 16 year veteran of the Burlington Public Schools, was named to succeed Dr. Gloria Lombard, who retired in June 1991.

Other staff transitions included: the retirement of Elizabeth Hardy, Instructional Assistant, and Thelma Tibbitts, third grade teacher, and the resignation of Robert Armstrong, Instructional Assistant. We have welcomed new staff members: Doreen Fortini and Jeff Silveira, Instructional Assistants; Naomi Kennedy, third grade teacher; and Beth Mosier, Music Specialist, who is replacing Jeanne Basile during her maternity leave.

The Fox Hill Parent Teacher Organization deserves special recognition for the time, support, and energy they have devoted to the school. In addition to bringing outstanding educational and entertaining cultural programs to the school on a regular basis, they have established a directory of community volunteers to be used by the staff to enrich classroom programs.

Congratulations are also in order to the PTO Playground Committee for reaching their goal of $25.000. The second phase of the beautiful new playground will be completed in September 1992 to commemorate Fox Hill's 25th anniversary.

The children of Fox Hill have been actively involved in community service this year, making significant contributions to various community agencies, including recycling programs, The Salvation Army, and People Helping People, while learning valuable lessons in citizenship and responsibility.

The Fox Hill School made a strong commitment to establishing an atmosphere of respect and encouragement while diligently implementing the mission statement of the Burlington Public Schools.

Respectfully submitted,

Richard J. Benowitz
Principal

# MEMORIAL SCHOOL

1991 has been a productive and enriching year for the students and staff of Memorial School. Enrollment has increased about forty students over last year, while we still experience more than a twenty percent turnover rate of students. Due to the maternity leave of Karen Redfern, Gail DiNisco was transferred from the Wildwood School to teach in the kindergarten. The staff continues to explore current research in reading and effective teaching methods such as cooperative learning and thematic curriculum units, while integrating and retaining the best from the past. Several teachers remain on the Writing Leadership team while others are participating in the Peer Coaching and Writing Pilot programs. Almost all have at least one course to enrich their classroom repertoires.

Long awaited improvements have been made to the playground area, the most significant of which is the new fence extending from the ballfield along the length of Winn Street and to the third driveway, which allows for a play area during the winter months. Other enhancements have been the tearing down of the old baseball field backstop adjacent to the school and replacing it with a new one halfway down the field in parallel position to the one at the corner of Center and Winn Streets. A new basketball court has been hot-topped and with that is an end to the drainage problem which has existed for years. A special thank you to the PTO for their untiring support to see these projects to their completion.

A new sound system for the gymnasium was installed, greatly improving the overall quality of programs presented there, This was made possible by a generous donor and funds from our successful PTO fundraiser. Many successful programs enriched our students thanks to the efforts of our system wide PTO organization.

At Memorial, Gilbert and Sullivan's musical "The Mikado" was a huge success. Under the direction of our music teacher, Roger Roth, the students thrilled their audiences with outstanding performances. Original costumes and beautiful sets added to the exciting and professional quality of the show.

Children in the fourth grade experienced their first school-sponsored overnight field trip to Camp Bournedale in Bourne, Ma. where they studied the events surrounding the founding of the Plimoth Plantation and learned first hand the customs and traditions of the Pilgrims. The children were accompanied by teachers Donna Deyab, Diane Bond and Mike Peters. Several parent chaperons lent much physical and moral support to this endeavor. Without them the trip would not have been possible. Special thanks to these parents: Mark Bergeron, Jack Blenkhorn, Carol Ciampa, Laura Driscoll, Brenda Gillis, Dottie Kersanske and Dave Ulliani.

Memorial School hosted the first town wide forum offered by the school department for parents. The forum entitled: "Growing Through Reading" was presented by curriculum director, Avalin Green and was well attended and enthusiastically received.

Respectfully submitted,

Ann L. McNamara
Principal

# PINE GLEN SCHOOL

The Pine Glen School had an old nemesis resolved this year when its gymnasium floor was replaced. The gymnasium also received a fresh coat of paint and it looks spectacular. Our new goal is to begin replacing windows which desperately need to be replaced. We are hoping to do several rooms per year until all of the fogged windows are gone.

In the area of curriculum many subtle changes are taking place. Many of the Pine Glen teachers are beginning to incorporate newer methodology into their teaching. Concepts such as whole language, cooperative learning and the writing process are being tried and evaluated. Also, a large number of teachers are taking post-graduate courses to keep themselves aware of current educational trends.

A Chapter I Tutor has been appointed to the Pine Glen staff this year. The role of a Tutor is to work with children who need extra help in reading and math. Chapter I Tutors work in classrooms with the cooperation of the classroom teachers.

The students and staff of our school have been doing their part in our school beautification program. Each fall for the past several years we conduct a bulb-planting day. Each child brings a bulb to school and plants it on the school grounds. Each spring brings us a beautiful array of flowers which the children enjoy and are very proud of.

Our P.T.O. has been very active and supportive of our school programs. They have worked very hard to raise funds to support our Reading Corps, Enrichment Programs and other extras for the school.

Respectfully submitted,

Stephen E. Preston, Jr.
Principal

# WILDWOOD SCHOOL

Once again the Wildwood School has provided a variety of educational opportunities for its students. Our educational goal has been to provide the necessary tools for each student to learn successfully in a compatible school environment. This is accomplished by using a variety of instructional techniques and tools. Constant updating of techniques is a difficult task. To accomplish this staff members have been attending conferences and workshops to keep abreast of the current research and trends in areas of reading, math, writing, whole language and cooperative learning. Others are involved in the inservice programs in Writing Across the Curriculum, Art Curriculum and the Effective Teaching course. All this effort is made to continue to provide a strong curriculum both in the basics and in critical and higher levels of thinking skills.

The physical plant received major renovations during the year 1991. Windows have been replaced, new tile has turned a dull corridor into a bright cheerful area and our gym floor that rippled like the ocean has been replaced with a new solid one.

Everyone in the Wildwood School community deserves a special commendation for their efforts and dedication to the school during the 1991 school year.

Special thanks to our P.T.O. executive board whose efforts in behalf of the children and teachers continues to be devoted, tireless and successful.

Respectfully submitted,

Paul Cabral
Principal

# COMPUTER APPLICATIONS

The use of computer technology in our schools continues to expand. All students have the option to elect courses which use technology as a component of learning. The offerings at the high school include computer language programming courses, Lotus 123 spreadsheets, the use of computers in writing, the arts, sciences and the humanities. Every department within the high school offers students learning experiences which either depend on technology or are augmented by its use. Students at Burlington High School have unique experiences in using technology in the art curriculum, the music curriculum, library science, and the English curriculum. The diversity of use and the need to provide adequate equipment and software to meet the demands of the students and staff have been challenges this year.

Students at Burlington High School have won national awards in art, for the COLLAB Literary Magazine, and journalism based on their integration of technology and its impact on a project or product the students created or submitted. The result of this excellence is a recognition of the students, faculty and the community by educational professionals around the country. Apple Computer asked the Burlington High School Art Department students and faculty to present their work at a regional conference. The students are comprehensive users of technology and leave upon graduation with high level technology skills and experiences.

The expansion of technology in the music area at the high school has provided a new experience for students to have access to equipment to write original music and apply music theory by keyboard synthesizers, Macintosh computers, music composition software and midi interfaces. The output from these five additional computer work stations, coupled with a pilot project begun last year, has ushered students and staff in the music department into a new learning era. This enhancement has had a great impact on the high school music curriculum and learning.

The framework for our systemwide program is sustained by computer use and education at the elementary and middle school levels. Staff have provided students with new experiences at both levels by using technology for writing, math, social studies and science. Students at the middle school are using technology to study weather, geography, remedial reading and for curricular support in many subjects.Equipment is used by specialists in reading, in learning centers, and by Title I tutors and guidance counselors to reinforce learning in the classroom. Many students use telecommunication software to work with the National Geographic Society to study acid rain, trash and other environmental issues. Computers are brought into the classroom to support learning. Computers are used in labs for whole class instruction. The demand for access to equipment is growing daily in the school system.

The computer resource teachers at all levels have worked with staff to provide inservice training, workshops and comprehensive computer support for the curricula taught in the schools. They also provide comprehensive computer literacy classes to all students Grade K-8. The students leaving the elementary and middle schools have acquired skills that are directly transferable into their high school classes. The classroom teaching staff, specialists and administrators at all levels have worked extremely hard to provide the highest quality computer-related learning experiences from Kindergarten to grade 12. The citizens of Burlington can be proud of the skills and experiences that the students attending our schools gained by integrating technology into their everyday learning.

Respectfully submitted,

Authur Fallon
Computer Coordinator

# MULTI-MEDIA SERVICES

Since its inception in November 1989, Cable in the Classroom programs have had a positive effect on all our curriculums. These past two years we have been privileged to be witnesses and partakers of quality cable TV programming provided by over twenty (20) cable channels under the auspices of Continental Cablevision of Wilmington, Massachusetts. Burlington has utilized in excess of 1700 Cable in the Classroom programs. These programs cover almost all of the curricula in the Burlington School System. They are definitely curriculum based and extremely valuable for our teachers in the classroom. All programs are "commercial" free.

Cable in the Classroom programming helps teachers expand their creativity and imagination in the classroom. They can also be used as homework assignments, as well as final projects in many of our courses.

**Effectiveness**

The effectiveness of Cable in the Classroom is measured by means of:

- survey cards for each program used;
- daily and/or weekly communication with each teacher by media staff;
- weekly newsletters;
- meetings and workshops;
- use and evaluation of study guides provided by cable channels;
- continuing research

**Benefits**

The effects of Cable in the Classroom are positive. Teacher involvement, excitement, and enthusiasm have increased dramatically toward the use of television. Parents, kept informed about television in the classroom through local access channels, are pleased with our use of educational TV in our classrooms.

**TEACHER WINS CABLE AWARD**

Neil J. Lusas, a science teacher at Marshall Simonds Middle School, is one of 12 teachers nationwide to win "Educator of the Year" honors in Continental Cablevision's second annual Cable in the Classroom award competition.

Continental's "Educator of the Year" award, which includes a three day, expenses paid trip to Washington, D.C., went to Lusas for his innovative use of CNN NEWSROOM, the only commercial-free daily TV newscast for students.

Continental's national competition recognizes educators for the most original and effective use of cable television's educational programming in daily teaching.

In "CNN Challenge," his award-winning Cable in the Classroom project, Lusas, three other teachers, and the School's Media Department collaborated on a four-class team project for Burlington eighth graders. The project was designed to increase their awareness of world and national current events and incorporate that knowledge into the school's civics and science curriculum.

The highlight of the project is a weekly quiz show with questions on what students learn from watching CNN NEWSROOM each day. The show is shot with a camcorder and aired live on TV monitors via an in-school classroom network set up by the school media staff.

Other Simonds teachers working with Lusas on the "CNN Challenge" are language arts teacher Kathleen McKenna, civics teacher Paul Goodwin, math teacher Ronald Adams, and media specialist Arthur Pinsoneault.

Burlington High anthropology teacher Carolyn Weiser and Spanish teacher Laurie Ann Smith were chosen as finalists in the national competition.

**LIBRARY MEDIA STUDY SKILLS**

There are many challenges stated in a recent publication entitled Information Power - Guidelines for School Library Media Programs. This very important document prepared by the American Association of School Librarians and Association for Educational Communications and Technology is also supported by the National Educational Association and the National Council for the Accreditation of Teacher Education (NCATE).

The challenges outlined in the new guidelines have the potential to radically reshape and reinforce the services that school Library Media Specialists offer during the decade of the 90's.

The Library-Media Skills curriculum in Burlington attempts to meet the challenge to teach our students the critical skills so necessary to be effective users of current and proposed information technologies. An essential part of our curriculum is the development of good study techniques and research skills.

Recent library media research support the following assumption concerning library media center instruction.

1. Library media program effectiveness is ultimately measured by its effect on student learning.

2. Student learning tends to be more effective when library skills are taught and applied to a specific classroom need.

3. Library media specialists who are aware of the curriculum and specific unit topics to be taught tend to provide more effective resources and instructional support to students.

The Burlington School Library Media Program has demonstrated the leadership so necessary to translate the theory of instructional involvement into practice. As we continue to update all our curriculum we as Library-Media Specialists must continue to promote higher levels of instructional involvement.

Respectfully Submitted,

Ernest J. DeMartinis
Director of Multi-Media Services

# MUSIC DEPARTMENT

The music department underwent several staff changes during the past year. Long time Music Director Frank Cagliuso retired in June, and the school committee subsequently revamped the position, making it a two-fifths position with the title of Music Coordinator. Middle School instrumental instructor Douglas McIntosh was elected to fill the position, and James Pastore was hired to teach instrumental music on a two-fifths basis at M.S.M.S. to free McIntosh for coordinator duties. During the summer, Fox Hill music teacher Jeanne Basile took a maternity leave and Ms. Beth Mosier was subsequently hired to teach classroom music for the '91 - '92 school year.

The year was a busy one for music performances. The fourth grade at Memorial School presented an impressive performance of the operetta "Mikado" in matinee and evening shows on June 5th. Fifth grade students at the Wildwood School performed at an evening D.A.R.E. program on Jan. 29 and at a June talent show. At the Pine Glen School, a musical was presented on June 6th which featured the fifth grade chorus performing "Radio Station KIDS" and the fourth grade offering "The Azmigooths and Chizzelwinks." The fourth and fifth grade chorus at the Fox Hill School also presented a production of "Chizzlewinks" on May 15th, and the third grade class was featured in a musical called "Friends" on December 18th. All elementary schools presented regular Winter and Spring evening concerts. In addition, the four elementary school choruses joined together to videotape a cable T.V. musical "gift" to the Burlington community during the holiday season. The program was entitled "Sounds of the Season" and was warmly received.

Members of Marshall Simonds Middle School musical groups were very active this year. State-level auditions for junior District Band and Chorus were held on Jan. 26, and seven M.S.M.S. band and chorus members were selected to perform with this "all star" group of musicians in a March 9 concert at the Collins Center in Andover. The M.S.M.S. Concert Band performed exchange concerts with the Swampscott Middle School Band on March 6 and 8, while the M.S.M.S. Jazz Band participated in a similar exchange with the Westford Middle School Jazz Band on March 20 and 22. The Concert Band tour of the elementary schools on April 3 and 5 provided a powerful incentive for elementary students to continue or initiate instrumental study. On May 7th, a Spring Instrumental Concert was presented, and band members and their families celebrated the end of the formal performance calendar with a Band Awards Banquet on May 7th. The M.S.M.S. Stage Band and other select instrumentalists also provided quality music during spring "Night Of Vaudeville" presentations and the formal eighth grade "Final Assembly" on June 20. In addition, the Jazz Band and vocalist Gina Mauguro performed a stirring rendition of "America The Beautiful" at an awards program on Oct. 24th honoring the school's selection by the United States Department of Education as a "blue ribbon school." Besides presenting annual Winter and Spring concerts, M.S.M.S. instrumentalists were also featured in several school programs like "Trilogy Of Horrors," team competitions, etc.

The talents of M.S.M.S. chorus members were displayed on numerous occasions throughout the year. The group presented Winter and Spring evening concerts as well as singing in the May "Night of Vaudeville" show. Incoming fifth grade students were entertained by select chorus members during a June orientation program. Other unique M.S.M.S. choral activities included an annual holiday "sing" at Quincy Market and an end-of-the-year trip to Whalom Park.

Members of the Burlington High School Band participated in an extremely busy rewarding performance schedule. The entire band and show squads flew to Disneyworld during the April school vacation, where the group put on a fine performance marching down Disneyland's Main Street. Other outdoor appearances for the band included Memorial and Halloween parades as well as special ceremonies like the town's Desert Storm Observance, Veteran's Day, and B.H.S. graduation. The 7th annual Band Camp during the last two weeks of August boasted a 98 percent attendance rate, and during the ensuing football season the group performed at ten half-time shows and two pep rallies. Band members and their families attended award banquets in December and June. The group also presented four formal evening concerts during the course of the year. In addition, several B.H.S. band members were accepted for Senior District Band and performed with that group on January 12.

The B.H.S. Chorus also boasted a healthy student representation in both Senior and Junior District Festivals. Five students made Senior District and three went on to represent B.H.S. at the All-State level - a distinct honor. Chorus members played a big role in this year's musical, which was "Guys And Dolls," presented by the music department on April 4, 5, and 6 to enthusiastic reviews. Other choral performances included a holiday concert, a "Spring Sing" on June 12, a performance at the Marriott Hotel on Dec. 18, and an appearance on the music department cable show "Sounds Of The Season." In addition, the select madrigal group made appearances at the Burlington Historical Society on Dec. 6 and the Senior Citizens' Center on Dec. 18. Choral members received recognition for their efforts at an awards night on June 6.

In closing, it should be noted that in addition to the extensive K-12 performance activities, the music department continues to provide quality classroom instruction at the elementary, middle, and high school levels. My first year in this newly created part-time coordinator position has been extremely busy, but I've enjoyed the challenges and I feel the department is at present "holding its own" in the light of present budget constraints.

Respectfully submitted,

Douglas McIntosh
Music Coordinator



**Fox Hill Band Members Rehearse**

# DEPARTMENT OF PHYSICAL EDUCATION AND ATHLETICS

**PHYSICAL EDUCATION:**

The nineties continue with an acute awareness on physical fitness and wellness. Here in Burlington our physical education staff has responded with an increased emphasis on fitness and development. Physical Education activities are designed to increase individual fitness and promulgate enthusiasm for good health and fitness habits. The "Physical Best" national test is administered yearly to all students in the elementary and middle schools.

At the elementary schools our fifth grade skating program continues to be a highlight of the year. The volunteer skating instructors under the guidance of Ms. Corey Mungillo and each school's physical education teacher taught every fifth grade student the basics of skating in a five week program at the Burlington Ice Pallace. Many thanks to Ice Pallace Management for arranging the free ice time. The success of this program has encouraged its expansion to grade six for this coming year.

The elementary field days at each school help highlight some of the skills and activities learned throughout the year.

Our special needs students at the elementary and middle schools continue to enjoy our learn-to-swim program conducted weekly at the Marriott Hotel pool. This past year our high school volunteers under the leadership of Physical Education Teachers Mr. Richard Hayes and Mr. Richard Baczewski made this program an outstanding success.

The third annual Student/Faculty March Volleyball Tournament directed by Mr. Fred Powers saw over 150 take part. Also, for the third straight year the Intramural Weight Lifters captured first place in the Middlesex Weight Lifting Championships.

**INTERSCHOLASTIC:**

Burlington High School Mens Tennis Team captured its third consecutive Middlesex League Title. The Girls and Boys Basketball Teams won league titles and entered the state tourney through the semi final round. The Boys Gymnastics Team outlasted Lincoln/Sudbury in the final meet of the year to win the league title. Teams in Ice Hockey, Girls Gymnastics, and Boys and Girls Soccer all qualified for M.I.A.A. team tournaments. The Boys Soccer Team won the Division II North Championship and the Football Team completed its second outstanding season.

Individual honors also went to many of our athletes and coaches with Ms. Ruth Vasapolli receiving Middlesex League Coach of the Year in Field Hockey.

This past fall our teams collectively earned Academic Excellence Awards from the Massachusetts Interscholastic Athletic Association.

Miss Mary Maciel and Miss Rose Somensini retired in June of 1991 closing out memorable careers in the Burlington School System. Their impact will be missed. Mr. Fred Powers, Assistant Director, moved on to Bethlehem, New York, where he was appointed Director of Health, Physical Education and Athletics.

Burlington High School hosted the 1991 Middlesex League Boys and Girls Track Championships in May, the first time ever as an evening event. Many thanks to Mr. Ross Newcomb for his leadership.

Our students, parents and community remain enthusiastic and supportive, and with this support we will continue to strive for excellence.

Respectfully submitted,

Richard H. Verzone
Director Physical Education and Athletics

# OFFICE OF PUPIL SERVICES

The Office of Pupil Services, during the past year, continued to provide for the implementation of a wide variety of programs for the students in the Burlington Public Schools. The major programs that are administered by the Department are Guidance, English as a Second Language, Special Education Laws, Chapter 766 and PL 94-142, Health Services, State Testing Program, Attendance and Chapter I.

The Burlington Parent Advisory Council for Special Education received a grant from the Commonwealth Inservice Institute. The grant allowed the PAC to conduct a series of community workshops. The goals of the workshops were to increase parents' skills in communication and advocacy for their children. The workshops also dealt with increasing community awareness and understanding of the special needs students. The workshops were well received by members of the Burlington community.

As part of Burlington's effort to provide services in the area of early childhood, an integrated Pre-school model was implemented. The purpose of the program was to provide a developmentally rational setting for the education of special needs and neighborhood three and four year old children in a public school setting. The implementation of this program greatly enhanced the quality of services for young children in the town.

The citizens of the Town of Burlington and the School Committee have continued to support quality programs and services to the students of the Burlington Public Schools.

Respectfully submitted,

J. Kevin Foley
Director

# NURSING STAFF

Results of annual mandated screening programs are as follows:

Alls students are screened for hearing, vision and podiatry problems.

| | |
|---|---|
| Vision referrals | 103 |
| Audio referrals | 39 |
| Podiatry referrals | 39 |

All students grade five through nine screened for postural changes.

| | |
|---|---|
| Referrals | 65 |

Required physicals completed by school physician, Dr. Goldfarb.

| | |
|---|---|
| Kdg. - 1 | 0 |
| Grade 4 | 28 |
| Grade 7 | 12 |
| Grade 10 and sports | 268 |

| | |
|---|---|
| Visits by students to the health room numbered - | 19,527; |
| dismissals - | 1,918 |
| Accident reports: students | 104 |
| staff | 21 |
| Homebound instruction: - | 4 |
| Special transportation - | 7 |
| Physical education exclusion - | 65 |
| Tuberculosis tests given to staff and volunteers: - | 94 |
| Fluoride participant number - | 1,293 (Grades 1-6) |
| Communicable diseases reported - | 19 |
| Blood pressure monitoring - | 56 regularly |
| Medications - | daily 7 psychotropic drugs |
| other emergency drugs as needed | |

Nurses were able to attend conferences in the following areas: Red Cross CPR Update; Weight Control; Understanding EKG Patterns; Tube Feedings and Lung Disease.

Because of new state regulations governing measles revaccinations, parents of all fifth graders, as well as those of 9, 10, 11 grades, were notified of new recommendations near the end of the school year.

Again, our appreciation is extended to all who cooperate in helping to maintain our service to this community. Our thanks to Dr. Goldfarb, Dr. Casey, Mr. Kevin Foley, staff members and parents for their cooperation.

Respectfully submitted,

Lois Conroy, R.N.
Supervisor of Nurses

# SUPERVISOR OF ATTENDANCE

The Supervisor of Attendance has the legal responsibility of insuring that all Burlington residents between the ages of 6 and 16 years receive an education by attending school on a regular basis. Supported by the special programs implemented through the Office of Pupil Services, students are afforded a better opportunity of developing their potential. The attractive features of such programs tend to influence students positively and directly affect their daily school attendance.

A student is considered truant if he willingly absents himself from school without the knowledge of his parents or school officials. In such cases parents are notified and administrative action is taken. Habitual tardiness, if not corrected, can become a serious problem for students. It is recommended that parents of elementary, middle and high school students notify the respective schools in the case of their child's absence. This enables the department to handle attendance more efficiently.

## LUNCH PROGRAM

The Burlington School System participates in the National School Lunch Program. Students are able to purchase their lunch for one dollar and 25 cents ($1.25) daily. If a family finds it difficult to purchase these lunches at the full price, they may apply for free or reduced price meals. The price of a reduced meal is 40 cents daily. Eligibility for this program is determined by income guidelines set down by the Federal government. Applications for the program are available at the schools or may be obtained at the Office of Pupil Services. Students may apply to the program at anytime.

## WORKING PERMITS

As a Supervisor of Attendance for the Burlington Public Schools, I request the cooperation of all citizens in abiding by the rules and regulations established by the Massachusetts Department of Labor and Industries relative to the employment of minors. Every child between the ages of 14 and 18 years of age must by law have a working permit. This must be kept on file at the place of employment. Upon termination of employment, the permit must be returned to the Office of Pupil Services within 24

hours. A minor is allowed to work only at the job stated on the employment permit. If he or she secures another position, a new permit must be obtained.

A child under the age of 16 years cannot work earlier than 7:00 a.m. and not later than 7:00 p.m. The total number of hours should not exceed 18 hours during school weeks and 40 hours during non-school weeks. A child 16 years and over may work no later than 10:00 p.m., no more than 9 hours per day and no more than 48 hours per week.

Permits may be obtained by the student at the Office of Pupil Services in the Administrative Unit at Burlington High School any weekday between the hours of 8:00 a.m. and 4 p.m.

It is incumbent upon us as educators and members of the community to guide students in achieving a healthy balance between education and employment.

**STATE REPORTS**

The Supervisor of Attendance has the responsibility of coordinating the state reports filed with the Department of Education on October 1 and May 1 of each year. The School System Summary Report, Individual School Report, the School-Attending Child and the Educational Census present a total picture of the educational process for the Burlington Public Schools. The Massachusetts Public School Improvement Act of 1985-Chapter 188 has generated the Individual School Student Data Report which along with Report of School Days is completed by the schools and returned to the Department of Education at the end of every school year.

Respectfully submitted,

Monica J. Curtin
Supervisor of Attendance

# SCHOOL PHYSICIAN

All physicals at the high school, as well as the winter team examinations, are now completed. Those of the elementary and middle schools will commence shortly after the holidays.

I wish to thank Mrs. Bergman, Mrs. Connor, and Mrs. Conroy for coordinating and scheduling all the physicals so they could run smoothly and efficiently. As usual, the students have been most cooperative and courteous.

I congratulate Coach Dillon and his assistants for a job well done. The football team had a most respectful season topped off by a Thanksgiving Day victory that will be long remembered!

As always, I give a special thanks to Mr. Richard Verzone for allowing me to be part of it all.

Respectfully submitted,

Gary L. Goldfarb, M.D., F.A.A.P.
School Physician

# SCHOOL PODIATRIST

I hereby submit my report as the school podiatrist for the year of 1991.

The foot screenings have been completed at the Marshall Simonds Middle School, Pine Glen School, and the High School with the exception of the junior class.

The foot screenings at the Wildwood School, Fox Hill School and the Memorial School will be completed in January and early February. The junior class screenings will be done at the start of the second semester at the end of January.

I want to take this opportunity to thank the Superintendent of Schools, the Principals, the nurses, the teachers, and in particular the Physical Education Department including the coaches for their close cooperation and assistance.

Respectfully submitted,

John L. Casey, Jr., DPM
School Podiatrist

# BUILDINGS AND GROUNDS

The Burlington Public Schools Department of Buildings and Grounds has again undergone many changes during the 1991-92 school year.

At the High School, a new Guidance office was completed with all counselors now in the same area. The School Committee room was prime-coated by the summer painting crew and finished by a local painting contractor, with wallpaper and chair rail. Incidentally, the chair rail was cut, planed and trimmed by Bill Spinosa, Maintenance man at the Marshall Simonds Middle School, from the bleacher seats of the Pine Glen gym which had been replaced. Three new large storage areas were constructed in the Media "B" Library and the Bookroom to be used for storage of school and custodial supplies. The wooden gym and auditorium stage floors were screened and refinished. Handicap ramps were constructed at the Auditorium exit area at the Upper Street #2 doors. Three penthouses were re-roofed, with the remainder to be done in the spring. All the rooms were checked and re-adjusted this summer for the best air quality which is continually being monitored and corrected.

Seminars were held for custodians and maintenance personnel system-wide.

Marshall Simonds Middle School also had some major work done. The gym floor was refinished. Broken windows were replaced with Lexan in one section of the gym. New ceiling tiles were installed in cafeterias, main stairways, and kitchen. A vinyl room divider was installed.

The gym floor was refinished at the Memorial School. New doors were installed as well as a speaker in the gym area. A new rear handicap entrance door was built. Three interior office doors were replaced.

Pine Glen gym floor was refinished and the entire area was painted. Lexan was installed in two kindergarten rooms and in the main corridor. New front doors were installed as well as three gym entrance doors and gym equipment storage doors. Special Education has now a kitchen with new cabinets and sink.

At Wildwood, the gym floor was refinished. A storage room for the voting machines and a Phys-Ed office were built in the gym area. Lexan was installed in two classrooms and a new floor tile in the hallway.

Respectfully submitted,

William H. Koutrouba
Director

# SHAWSHEEN VALLEY REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

## ANNUAL REPORT

Elected representatives of the Regional School Committee are: Anthony R. Mazzone and Mark Trifiro from Bedford; Kenneth L. Buffum, Chairman, and Bernard Hoar, Secretary, from Billerica; John P. Miller, Treasurer, and Alfred Verrier from Burlington; Richard E. Griffin and J. Peter Downing from Tewksbury; and John Gillis, Vice Chairman, and Michael Smith from Wilmington.

Kevin J. Sowyrda, School Committee member from Wilmington, served on the School Committee for six years. Mr. Sowyrda was replaced by Mr. Smith in Wilmington's Annual Town election. Twice elected Vice Chairman by his colleagues, the District students, and staff gratefully appreciate the significant contributions exhibited by Mr. Sowyrda.

As one of twenty-five regional vocational technical school districts in the Commonwealth of Massachusetts, Shawsheen Valley Technical continues to offer comprehensive vocational/technical education for approximately eleven hundred high school students. Over one hundred adults received full time specific skill training; over five hundred adults participated in the Adult Education program; and over two hundred junior high school students participated in the after school Career Education program.

Upon graduation, full-time students receive both a comprehensive academic high school diploma and a competency certification in their chosen technical discipline. Over ninety-four percent of the June 1990 graduates either acquired jobs within their skilled professions or pursued higher education at various colleges. Despite the loss of over 300,000 jobs during the past two years in Massachusetts, Shawsheen's actual placement rate of 82% of graduates in jobs represents a tremendous accomplishment. Shawsheen Valley Technical's graduation placement statistics were the highest among the state's Regional Vocational Technical High Schools.

The New England Association of Secondary Schools and Colleges accepted without change Shawsheen Valley Technical's five year progress report at its annual November meeting. Shawsheen received a ten year original accreditation in November of 1987, and within two years implemented ninety-six percent of the recommendations of the on-site visiting team. The completion of many of the objectives was made possible by a bond issue which enabled Shawsheen Valley to complete a major renovation to the facility as well as updating equipment. Of equal note was the establishment of a dynamic and active staff Curriculum Council which meets twice a month to evaluate issues relevant to improvements in the curriculum.

The School Committee applauds the continued contributions of the three hundred area businessmen who serve on Shawsheen Valley Technical's Advisory Committees. Advisory committee members monitor each program to guarantee curriculum and equipment are up to date, thus insuring that graduating students meet the needs of local businesses.

Many activities took place during 1991 which deserve special recognition:

- Shawsheen completed a major $2.7 million renovation on its facilities, and completely modernized its equipment needs in nineteen vocational/technical programs. In 1988 the five member towns approved this comprehensive bond issue, and Shawsheen Valley qualified and received state reimbursement of over 70% for this important project.

- Shawsheen Technical received a federal grant to initiate a full-time Medical Secretarial Program training adults in medical terminology, anatomy, medical transcription, and insurance coding. Over 42 full-time adults participated, and over 80% of

the graduates filled positions in area hospitals. The program was expanded to include medical coding, and job articulation agreements were initiated with six local hospitals.

- Shawsheen was one of three schools in Massachusetts selected to participate in an Applied Biology/Chemistry program. Shawsheen is field testing science modules with fifteen states coordinated by Baylor University in Texas. Students are being trained to connect science principles with the environment and every day applications.

- Cape Kennedy Space Center in Florida allowed science students to apply applications with real space learning activities through a satellite dish computer network. The computer network allowed students to work on solving course coordinate details and evaluating weather conditions during a recent space flight.

- In cooperation with the Middlesex County Sheriff's Department, over thirty-five percent of the classrooms and corridors throughout the school were painted by inmates from the Billerica House of Correction during August of 1991. The School Committee presented Sheriff John McGonigle's office a hand crafted clock completed by carpentry students at the November Advisory Meeting acknowledging the importance of this unique, cost effective program.

- Over two hundred and fifty students participated in the Vocational Industrial Clubs of America yearly district, state, and national competitions. Five health students: Christine Campbell, Dawneen Carrol, Rachael Dooley, Danielle Gormley, and Christine Stevens; combined to win the national gold medal in the Health Knowledge Bowl. Other national competitors included: Melissa MacInnis in Medical Assistance; Lisa Matthews in Machine Drafting; and Christine Doherty and Jennifer Riessle in Technical Illustration.

- The District received national accreditation as an "Automotive Center of Excellence" in cooperation with the New England Association of Automotive Warehouse Distributors. The District completely modernized it automotive department consistent with NATEF specification, and received a $30,000 grant from the Massachusetts Department of Occupational Education to assist in accomplishing this objective.

- Each year Shawsheen Valley Technical builds one complete home in one of the member towns. The homeowner is selected by lottery at an April School Committee meeting. An eleven room garrison colonial home in Billerica was completed. Construction cluster students also constructed a block building at an athletic field in Tewksbury, completed an elaborate handicapped access ramp at the Tewksbury Town Hall, constructed a sign sponsored by the Sons of Italy at the Wilmington Wildcat stadium, and completed many other projects for member communities.

- The Graphic Arts department printed thousands of pamphlets, letters, and reports for member towns, school districts, and non profit organizations. Maria Torre, a twelfth grade graphic artist, won the prestigious "Gutenberg Award" for her design and printing excellence in four color process of the cover of the Billerica Plan document.

- Over three hundred students participated in the various interscholastic athletic programs offered by the school district. 1991 League Championships were generated in Soccer, Football, Cheerleading, Boys Basketball, and Ice Hockey.

The aforementioned highlights are documented as a snapshot of the dynamic programs offered to member communities by the imaginative professional staff employed at Shawsheen Valley Technical. Viewed by state-wide educators as one of the most comprehensive vocational technical secondary schools in the Commonwealth, the elected School Committee members remain committed to adequately prepare area youth for excellent employment opportunities for the twenty-first century.

Prospective students and residents are urged to contact the school's Guidance Department at (508) 667-2111 for additional information regarding the various career programs offered to area residents.

The District's continued success is a direct result of the support received from Town Administrators, Boards of Selectmen, Finance Committees, and citizens. We very much appreciate their cooperation and support.

# HOUSING AUTHORITY

The Burlington Housing Authority, organized in 1966, originally consisted of 40 units of elderly housing. Since that time the Housing Authority has increased its housing stock with the addition of 65 more units of elderly housing, 65 units of State subsidized housing, and 118 units of Federal subsidized housing. Thus, the Housing Authority has increased its housing from 40 units constructed in 1969, to the current 290 units of housing. The Authority has made a commitment to serve the residents of Burlington by granting preference in all of its housing to Burlington residents.

The Authority's most recent review by the State Auditors, conducted in 1991, concluded for the third consecutive year that there are no audit findings. Additionally, the most recent management reviews by the State and Federal funding agencies concluded that there are no findings in either program.

Once again, in 1991, the Housing Authority was awarded more Section 8 Federal funds. The Authority has applied for Federal funds three times during the last three years and has been awarded funds three times. Additionally, the State Modernization Division has set aside over $400,000 for the purpose of renovating the Tower Hill Elderly Apartments.

In Fiscal Year 1991, for the first time in the history of the Housing Authority, it is operating its conventional housing program without benefit of state subsidy. With this achievement, it is expected that the Authority will participate in the State's newly proposed procedures which will allow more budgetary discretion at the local level.

The Burlington Housing Authority, organized in 1966, operates under the provisions of Chapter 121B of the Massachusetts General Laws, Section VIII, 24CFR (Code of Federal Regulations), Chapter 30B of the State Procurement Law, and State and Federal Codes of Ethics. All State and Federal programs are audited annually.

| BOARD MEMBERS | EXPIRATION OF TERM |
|---|---|
| Samuel Roberto, Chairman | April, 1993 |
| Robert Matarazzo, Vice Chairman | April, 1992 |
| M. Harrison Graham, Treasurer | April, 1991 |
| Joseph Arena, Assistant Treasurer | April, 1994 |
| Sheila Howard, State Appointee | April 1995 |

| PROGRAMS CURRENTLY UNDER MANAGEMENT | |
|---|---|
| Federal Subsidized Units | 118 |
| State Subsidized Units | 65 |
| State Conventional Units | 107 |
| Total Units Administered | 290 |

# METROPOLITAN AREA PLANNING COUNCIL

To the Selectmen and Fellow Citizens of Burlington:

I herewith submit a summary report of the Metropolitan Area Planning Council (MAPC) activities, and my involvement as your representative to MAPC, during the past year.

Overall, MAPC provided the 101 communities of the Metropolitan Boston Area with regional planning services and representation at state, New England Region and national organization meetings and forums.

The continuing evolution of Metroplan 2000, the regional growth control and development plan, has included production of major sections covering Transportation, Land Resources and Housing. This work involved input from the subregional groups and our policy committees and staff. The action recommendations of Metroplan 2000 are being refined and prepared for inclusion in the legislative and planning process.

Burlington was included in population/age group forecasts; subregional and community census profiles; census data analysis; mapping of land resource protection areas; and in developing "A Strategic Metropolitan Transportation System."

Also, MAPC provided assistance to Burlington in pavement management, and, as part of staffing and support of the North Suburban Planning Council (NSPC) subregion, of which we are a part, coordinated review of the Transportation Improvement Program, identified possible commuter parking sites, and collected parcel data for analysis of economic development, as part of the Route 128 Corridor Study.

Staff members and officers facilitated discussions and public input on amendments to the state air quality implementation plan, and attended all Program for Mass Transportation meetings, in behalf of the member communities.

Individually, I served as a member of the MAPC Executive Committee and several sub-committees, and chaired the MAPC Project Review Committee. I have also been actively involved in Burlington in the ongoing discussions of cemetery needs, as a member of the Winn Street Advisory Committee, and in consulting with our planning staff, when appropriate.

Sincerely,

Frank E. Baxter
Burlington MAPC Representative

# TOWN MEETINGS & ELECTIONS

## ADJOURNED (FIRST) TOWN MEETING
**Monday, January 14, 1991**

A quorum being present, the meeting was called to order at 7:50 P.M. with a salute to the flag.

The reading of the Warrant and the Constable's Return was waived by unanimous consent. A motion to adjourn to Wednesday, January 16th to complete the business of the Warrant, if necessary, was moved, seconded and so voted.

**ARTICLE 1 — RE: Reports of Town Officers and Committees**

It was moved, seconded and so voted to hear committee reports when the respective articles were discussed.

**ARTICLE 2 — RE: Retirement Incentive Program**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 7-3 in favor. A motion to amend the article by adding after the figure "$100,000" the words "provided that unused sick time is not included in the formula" was seconded. Amendment failed.

Main motion carried. VOTED to transfer from free cash the sum of $100,000 to fund a Retirement Incentive Program, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 3 — RE: Supplemental Appropriations — FY91**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 7-0 in favor. VOTED to transfer from free cash the sum of $170,000 for the purpose of:

(1) Northwest Park Litigation-Nordblom $100,000
(2) Legal Fees $70,000

same to be spent under the direction of the appropriate authorities.

**ARTICLE 4 — RE: BCLC Contracted Services**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 6-1 in favor. VOTED to transfer from the MWRA Account the sum of $7,070 to the BCLC Contracted Services account for the purpose of allowing a social worker to finish with her current clients through June, 1991, same to be spent under the direction of the Board of Selectmen.

It was moved, seconded and so voted to take Articles 12 and 13 out of order.

**ARTICLE 12 — RE: Authorization re: Litigation**

The article was moved and seconded. VOTED to authorize the Town Moderator and a committee composed of ten (10) of the original Plaintiffs appointed by the Moderator to direct counsel, C. Peter Gossels, for the Plaintiffs (Town Meeting) in two actions pending in Middlesex Superior Court, VIZ, Angelo, et als vs. Pierce, et als, No. 82-2867 and Town Meeting vs. Culot, et als, No. 83-4737, to terminate said actions by dismissal, to attempt to effect a compromise settlement of said actions, or to continue to prosecute said actions to final judgment.

**ARTICLE 13 — RE: Additional Appropriation — Litigation**

The article was moved and seconded. VOTED to transfer from free cash the sum of $10,000 to be added to the existing balance in the Special Account in the Town Moderator's budget, to pay legal fees and expenses in connection with the continued prosecution of the actions now pending in the Middlesex Superior Court, VIZ, Angelo, et als, vs. Pierce, et als, No. 82-2867, and Town Meeting vs. Culot, et als, No. 83-4737, same to be spent under the direction of the Town Moderator and a committee composed of ten (10) of the original Plaintiffs.

**ARTICLE 5 — RE: Authorization to Expend Fees — MGL C.131, S.40**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 5-2 in favor. VOTED to appropriate the fees collected in the Wetlands Protection Fund in the amount of $2,613 to be used by the Conservation Commission for the administration of the Wetlands Protection Act, same to be spent under the direction of the Conservation Commission.

**ARTICLE 6 — RE: Transfer Funds to Highway Truck Lift Fund**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 6-0-1 in favor. VOTED to transfer from the DPW Full-time Salary Account the sum of $32,000 to the DPW Truck Lift Account, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 7 — RE: Fire Substation Repairs**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 7-0 in favor. VOTED to transfer $5,173 from Article 27 of the May 1990 Town Meeting for the Fire Substation Roof Repairs to the Fire Department Materials & Supplies Account for the replacement of the 22 year old boiler and replacement of exterior doors, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 8 — RE: 911 Emergency Service**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 7-0 in favor. VOTEED to transfer from the MWRA Account the sum of $4,000 for the purpose of installing 911 Emergency Service, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 9 — RE: Purchase of Traffic Radar Units**

The article was moved and seconded by the Ways & Means Committee who were 7-0 in favor. VOTED to transfer from the FY91 Police Full-time Salary Account the sum of $5,600 for six traffic radar units, same to be spend under the direction of the Board of Selectmen.

**ARTICLE 10 — RE: Will of Marshall Simonds**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 6-0 in favor. VOTED to accept from the Trustees under the will of Marshall Simonds the sum of $9,500 for the maintenance and improvement of Simonds Park, same to be spent under the direction of the Recreation Commissioners.

**ARTICLE 11 — RE: Transfer of Funds — Marshall Simonds Middle School**

The article was moved and seconded by the Ways & Means Committee who were 7-0 in favor. VOTED to transfer from the following accounts the sum of $20,275:

Article 27 — May, 1987 — $18,000
Article 31 — May, 1987 — $2,275

for the purpose of completing the handicapped renovations at the Marshall Simonds Middle School, same to be spent under the direction of the School Committee.

**ARTICLE 14 — RE: Insurance Settlement — Human Resource Center-Recreation Wing**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 7-0 in favor. VOTED to transfer from the Insurance Settlement Account the amount of $576,819 for the purpose of reconstructing the Recreation Wing of the Human Resource Center facility, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 15 — RE: General Bylaw Amendment — Art. XX Town Admin., Section 4.0(c)**

The article as it appears in the warrant was moved and seconded. The Bylaw Review Committee voted 4-0 in favor. VOTED to amend the General Bylaws, Article XX — Town Administrator, Section 4.0(c) by inserting the following after the first sentence: "Persons appointed by the administration to any statutory Board, Committee, or Commission must be a resident and a registered voter of the Town of Burlington."

Appd. A.G. 3/22/91. Adv. Burl. News 4/4/91 & 4/11/91.

**ARTICLE 16 — RE: General Bylaw Amendment — Art. XI — Miscellaneous Waste Oil**

The article as it appears in the warrant was moved and seconded. The Bylaw Review Committee voted 4-0 in favor. VOTED to amend the General Bylaws by adding to Article XI a new section, 3.1, to read as follows:

3.1 No person shall dispose of any used or unused waste oil or any other toxic or hazardous material by abandoning it on any public or private property or by discarding it for disposal on the ground, in a sewer or storm drain, or in any commercial or residential rubbish or garbage, provided, however, that nothing in this section shall prohibit the disposal of empty containers in commercial or residential rubbish or garbage.

**ARTICLE 17 — RE: General Bylaw — Article XI, Misc. Section 25.0 — Control of Toxic and Hazardous Material**

The article was moved and seconded. The Bylaw Review Committee voted 4-0 in favor. A motion to postpone until the May, 1991 Town Meeting was moved and seconded. A motion to end debate was moved, seconded and so voted. Amendment failed. Main motion carried. VOTED to amend Article XI, Section 25.0 of the General Bylaws by deleting the current Section 25.0 in its entirety and substituting the following:

**Authority**

25.1 This by-law is adopted by the Town under its home rule powers, its police powers to protect the public health and welfare, and its authorization under Mass. General Laws Chapter 40, S. 21.

25.2 **Purpose**

The purpose of this by-law is to protect, preserve and maintain the existing and potential groundwater recharge areas, and surface water within the town from contamination with toxic and hazardous materials. In addition, the intent of this by-law is to minimize community exposure to toxic and hazardous materials and provide easily accessible information to the public, emergency response personnel, fire department and town officials concerning such materials which are being used, stored or managed by the local business community.

25.3 "Common name" means any designation or identification such as code name, code number, trade name, or brand name used to identify a substance other than by its chemical name.

"Deminimus amount" shall mean a container size equal to or less than either one liter (33.8 fl. oz.) or one kilogram (2.20 lb.).

**Definitions**

"Abnormal gain of water" inside any underground storage tank shall be a gain in the water level of more than one inch in a 24 hour period.

"Abnormal loss of product or waste" from any underground storage tank or combination of tanks, not explainable by spillage, temperature variations or other causes shall mean either:

(a) a loss in excess of 0.5% of the volume of product dispensed over a period of a calendar month; or

(b) a difference in the measured height of the stored liquid, product or waste of greater than one-half inch when using a dip stick and allowing a minimum time interval of 24 hours between measurements while the tank has been removed from service.

"Container" means any bag, barrel, bottle, box, can, cylinder, drum, reaction vessel, storage tank, or the like that contains a toxic or hazardous material.

"CAS" shall mean the identification number assigned by the Chemical Abstract Service to chemical substances.

"Chemical" means any element, chemical compound or mixture of elements and/or compounds.

"Chemical name" means the scientific designation of a substance in accordance with the nomenclature system by the International Union of Pure and Allied Chemistry, or the system developed by the Chemical Abstract Service.

"Double-walled tank" means a container with two complete shells which provide both primary and secondary containment. The container shall have continuous three hundred-sixty degrees interstitial space between the primary and secondary shells. The interstitial space shall be designed so that an approved interstition space monitor is able to continuously monitor this space. All double-walled tanks shall be UL-listed.

"Fuel oil" means oil of grades 1, 2, 4, 5 and 6 in accordance with M.G.L. C. 94, S. 249H.

"Hazard warning" means any words, pictures, symbols or combination thereof appearing on a label or other appropriate form or warning which convey the hazard(s) of the chemical(s) or waste(s) in the container.

"Health hazard" means any chemical for which there is a statistically significant evidence based on at least one study conducted in accordance with established scientific principles that acute or chronic health effects may occur to exposed employees. The term "health hazard" includes chemicals which are carcinogens, mutagens, toxic and highly toxic agents, reproductive toxins, irritants, corrosives, sensitizers, hepato-toxins, nephrotoxins, neurotoxins, agents which act on the hematopoietic system, and agents which damage the lungs, skin, eyes, or mucous membranes.

"Identity" means any chemical or common name which is indicated on the material safety data sheet (MSDS) for the chemical.

"Label" means any written, printed, or graphic material displayed or affixed to the containers of toxic or hazardous material.

"MSDS" means written or printer material concerning a hazardous chemical which is prepared in accordance with 29 CFR 1910.1200(g).

"Maximum daily amount" shall mean the greatest amount of a toxic or hazardous material at a given commercial or industrial establishment on any single day during the reporting period.

"Owner" shall mean any person who has effective control or legal ownership of a site, facility, or activity; owner does not include persons who hold bare legal title for the purpose of providing security for a financing agreement.

"Operator" shall mean the leasee or person(s) in control of and having responsibility for the daily operation of a facility for the storage and dispensing of toxic and hazardous materials.

"Physical hazard" means a chemical for which there is scientifically valid evidence that it is a combustible liquid, a compressed gas, explosive, flammable, an organic peroxide, an oxidizer, pyrophoric, unstable (reactive) or water-reactive.

"Release" means any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing of any toxic or hazardous material into the environment.

"Substance" means any element, chemical, compound, combination, or any mixture thereof, whether organic or inorganic.

"Toxic and hazardous material" means any substance including, but not limited to any material, in whatever form, which because of its quantity, concentration, chemical, corrosive, fire, reactive, toxic, infectious, and radioactive characteristics either separately or in combination with any substance or substances, constitutes a potential threat to human health, safety, welfare or to the environment, when improperly stored, handled, treated, transported, disposed of, used or otherwise managed. This definition includes any substance which is designated by its manufacturer, distributor or importer as possessing any health or physical hazard(s) pursuant to 29 CFR 1910.1200 as well as any substance which is determined to be a hazardous waste according to 310 CMR 30.100.

"Underground storage tank" means a storage tank where 10% or more of the tank volume and piping is buried below the ground surface, but which shall not include storage in a free standing container within a building.

"Underground storage tank leakage or leak" means any uncontrolled movement, measurable by a precision test which can accurately detect a leak of 0.10 gallons per hour with a probability of detection of 0.99, and the probability of false alarm of 0.01.

"Work area" means any area within a workplace, whether outdoors or inside a structure, where substances are stored, used, or manufactured, (and includes, but is not limited to, areas where substances are handled, mixed, processed, packaged, or re-packaged); and where employees, licensees, invitees, or other person may be present.

"Workplace" means an establishment, job site, or project, at one geographical location containing one or more work areas.

"Service Company" — any individual, company, firm or other enterprises which supplies, delivers, services, maintains or repairs any hazardous material or toxic waste containers of the substances stored therein.

25.4 **Report of Leaks or Spills**

25.4.1 Any person with knowledge of a release or abnormal loss or gain of a toxic or hazardous material shall forthwith report the spill, loss or gain, to the Chief of the Fire Department and the Board of Health. Notification is not required for any release which is legally permitted and does not exceed allowable or acceptable discharge limits.

25.4.2 The owner or operator of a leaking tank system shall immediately:

(a) remove the system from service and, if testing has confirmed that the source of the leak is a tank(s), the owner or operator shall within 24 hours cause the tank(s) to be emptied of all product or waste;

(b) notify the Chief of the Fire Department, the Office of Incident Response of the Department of Environmental Protection, and the Board of Health.

25.4.3 Service companies shall report to tank owners and the Board of Health any significant increase in heating fuel consumption which may indicate a leak.

25.5 **Registration and Inventory Requirements**

25.5.1 Every owner or operator of a commercial or industrial establishment, (including home occupations and agricultural and horticultural operations) storing toxic or hazardous materials in quantities totaling 100 kilograms, or 220 pounds or more, shall register and submit toxic and hazardous material inventory information with the Board of Health. All products or wastes in container sizes greater than either one liter (33.8 fl. oz.) or one kilogram (2.20 lb.) should be added in combination to determine if the 100 kilogram threshold is met.

The inventory information requirements for toxic and hazardous materials shall include, but not be limited to, the material's common or product name, chemical name, C.A.S. (if applicable), storage location and maximum daily amount, for substances which are classified as hazardous wastes, the hazardous waste number and waste identification will substitute for the product and chemical names.

Those materials stored in containers not exceeding the deminimus amount need not be reported.

25.5.2 Retail commercial enterprises selling hazardous and toxic materials in containers of less than 30 gallons liquid weight and 25 pounds dry weight are exempt from the registration and inventory requirements of Section 25.5.1.

25.5.3 In addition to the registration requirements of Section 25.5.1, owners of underground liquid toxic or hazardous material storage systems with capacities greater than 1,000 gallons shall file with the Board of Health the size, type, age, and location of each tank, and the type of fuel or chemical stored in each, on or before July 1, 1983. Evidence of date of purchase and installation, including Fire Department permit, if any, shall be included along with a sketch map showing the location of such tanks on the property.

Owners of tanks for which evidence of installation date is not available shall, at the order of the Board of Health, have such tanks system tested. If either the Board of Health or the Fire Chief determines that the tank is not product tight it shall be neutralized or disposed of under the direction of the Fire Chief and the Board of Health.

25.5.4 The Board of Health shall create a standard form which will be known as an "Hazardous Material Registration Form" (HMRF) to be used by local commercial and industrial establishments for the purpose of registering and reporting inventory information of toxic and hazardous materials.

The board shall maintain and update annually each HMRF which has been submitted and make this information readily available to the public, emergency response personnel, Fire Department and town officials.

Every commercial and industrial establishment which submits an HMRF as required by section 25.5.1 will retain a copy which will be made readily available upon request, by the Board of Health or Fire Department. MSDSs for substances used in the workplace will be maintained and organized so that they are readily available upon request by the Board of Health and Fire Department.

25.6 **Spill Control and Countermeasure Plans**

Every owner or operator of a commercial or industrial establishment (including home occupations and agricultural and horticultural operations) using, manufacturing, storing, transporting, disposing or discharging toxic and hazardous materials must develop a spill

control and countermeasure plan. Plans must be readily available for inspection by the Board of Health and Fire Department and accessible during an emergency incident. These plans shall be periodically reviewed and updated as needed.

The written plan shall include, but not be limited to, the following information:

(a) the names and telephone number(s) of the emergency coordinator(s) and a waste disposal and cleanup contractor;

(b) the telephone numbers of the following agencies: Fire Department, Office of Incident Response of DEP, CHEMTREC, National Response Centers, local hospitals, and Board of Health;

(c) a floor plan indicating locations of the fire extinguishers and spill control materials, and if present, the fire alarms. Evacuation routes shall be clearly shown when applicable;

(d) description of potential spill pathways unique to the facility, spill control measures for preventing releases and cleanup procedures. Reportable quantities (RQs) should also be noted and the agencies to be notified should an RQ release occur and enter the environment.

25.7 **Above Ground Storage Requirements**

25.7.1 All toxic or hazardous materials shall be stored according to practices and procedures which prevent the contamination of air, groundwater and surface water and which will minimize the possibility of an accidental release.

These materials will be stored in product tight containers on an impervious, chemical resistant surface compatible with the material being stored.

Outdoor storage areas shall be enclosed with a permanent dike of impermeable construction and roofed, or other equally secure secondary containment. Any enclosed area containing free liquids shall have the capacity to contain either 10% of the total possible contained volume of the containers of 110% of the volume of the largest container of free liquid, whichever is greater. Drainage shall be separately collected for safe disposal.

Similar secondary containment for inside storage areas of free liquids shall be provided when a release could follow a potential pathway and enter the environment (i.e., floor drains and doorways).

Storage areas with containers of toxic or hazardous materials that are incompatible with other materials stored nearby in other containers shall be separated from these materials or wastes by means of a dike, berm, wall or other suitable containment method.

25.7.2 Wastes containing toxic or hazardous materials shall be held on the premises in product-tight containers for removal by a licensed carrier and for disposal in accordance with the Massachusetts Hazardous Waste Management Act, Chapter 21C, General Laws. Waste storage areas shall also meet the requirements of 25.7.1.

25.7.3 All existing gasoline, fuel and diesel oil above ground storage containers shall be upgraded to meet the requirements of Section 25.7.1 by January 1, 2000. All other existing toxic and hazardous materials above ground storage containers shall upgraded to meet the requirements of Section 25.7.1 by January 1, 1985.

25.7.4 All containers holding toxic or hazardous materials must be labeled in a legible and prominent manner as follows:

(a) containers holding materials which have been determined to possess health or physical hazard(s) according to 29 CFR 1910.1200(d) shall be labeled, tagged, or marked to identify the material(s) contained therein and the appropriate hazard warning(s) or as allowed by 29 CFR 1910.1200(f)(6) and (7).

(b) containers holding hazardous wastes as identified by 310 CMR 30.100 shall be labeled and marked in a manner which identifies, in words, the hazardous waste(s) being stored in the container, the hazard(s) associated with the waste and the accumulation date, if applicable. Each container of hazardous waste shall also be marked with the words "HAZARDOUS WASTE."

25.8 **Transfer of Pumping Areas**

25.8.1 All areas where hazardous and toxic materials are pumped or transferred must have provisions for spill containment.

25.8.2 Areas where hazardous and toxic materials are pumped or transferred must be constructed of a product tight impervious material. Closed drainage shall be provided from this area to a sump or trap. A roof should be constructed to prevent rainwater flow from entering the containment sump. For petroleum products which are lighter than water and float on top of water, an appropriately sized separation trap, connected to the sanitary sewer may be employed. Spilled petroleum products must be removed from the top of the trap immediately after a spill occurs.

25.8.3 All underground piping from tanks to pumps must be placed in secondary containers constructed of product tight impervious materials with provisions for leak detection.

25.8.4 Domestic oil fills are exempt from this by-law. All existing gasoline fuel and diesel oil transfer and pumping areas shall be upgraded to meet the requirements of Section 25.8.2 and 3 by January 1, 2000. All other existing toxic and hazardous materials transfer and pumping areas shall be upgraded to meet the requirements of Section 25.8.2 and 3 by January 1, 1985.

25.9 **Underground Storage Requirements**

25.9.1 New or replacement underground storage tanks shall be designed and constructed to minimize the risk of corrosion and leakage. The following construction shall be utilized for all tanks.

(a) UL-listed double-walled steel tanks with cathodic protection, having electrical isolation, UL-listed double-walled fiberglass tanks, or UL-listed double-walled composite tanks having electrical isolation. These tanks should be equipped with an approved standpipe, vacuum, or electrical monitoring system or an approved equivalent for the purpose of continuously monitoring the interstitial space. The material used in the construction of the UST vessel and associated piping shall be compatible with the product being stored in the tank.

(b) any other "state-of-the-art" type of tank construction with an approved continuous interstitial space monitor and providing equal or better protection against leakage than the above-mentioned tanks and approved by the State Fire Marshall.

(c) In addition, tanks shall be equipped with a spill containment manhole with a minimum capacity of three gallons capable of returning product or waste to the tank. An overfill prevention device shall be installed and designed so as not to preclude the ability to perform any required tightness test on the tank and piping.

All existing underground storage systems shall be upgraded to meet the requirements of this section by December 22, 1988, or sooner where required by 527 CMR 9.00, except, for fuel oil tanks used exclusively for consumptive use and waste oil and used fuel oil tanks which shall be upgraded by January 1, 2000.

25.9.2 All underground storage systems containing fuel oil used exclusively for consumptive use and having a capacity greater than 1,100 gallons shall have the tank and its piping leak-tested 20 years after installation, and annually thereafter, using a leak-testing method approved by the State Fire Marshall.

25.10 **Air Emissions of Solvents**

Volatile chlorinated hydrocarbons emitted to the air from dry cleaner and degreaser systems must, by January 1, 1985, either install a totally enclosed degreaser or dry cleaning system with a condenser which will return the solvent to the solvent pump, replace volatile chlorinated solvents with non-volatile cleaning solvents or take action which provides equivalent protection, subject to the approval of the Board of Health.

25.11 **Proximity to Water Supplies**

25.11.1 The installation of underground toxic or hazardous materials storage systems within 2,000 feet of a public water supply well is prohibited.

25.11.2 The Board of Health may require the installation of one or more groundwater observation wells at any site where toxic or hazardous materials are stored underground within 2,000 feet of a public or private water supply well. Water samples from such observation wells may be required by the Board of Health at any reasonable time, and shall be analyzed at the expense of the owner at the order of the Board of Health.

25.12 **Variance and Waiver**

The Board of Health may vary the application of any provision of this by-law or regulations adopted hereunder when in its opinion, the enforcement thereof would do manifest injustice and the applicant has demonstrated that the same degree of environmental protection required under this by-law will still be achieved. Requests for such variance shall be in writing. The applicant must notify all abutters by certified mail at his own expense at least 10 days before the Board of Health meeting at which the variance request will be considered. Notice of all variance granted shall be published in a local newspaper. All abutters and property owners within 300 feet shall be notified by registered mail at the expense of the applicant.

In granting a variance, the Board will consider the direction of groundwater flow, soil conditions, depth to groundwater, size, shape and slope of the lot, existing and known future water supplies. Said information to be supplied by the applicant in the form of a groundwater impact study. A variance will require a 4/5 vote of a 5 member board.

25.13 **Enforcement**

25.13.1 Certification of conformance with the requirements of this by-law by the Board of Health shall be required prior to issuance of construction and occupancy permits for all uses.

25.13.2 The provisions of this by-law shall be enforced by the Board of Health. Any agent of the Board of Health may, according to law, enter upon any premises at any reasonable time to inspect for compliance.

25.13.3 Upon request of an agent of the Board of Health, Owner or Operator shall furnish all information required to enforce and monitor compliance with this by-law, including a complete inventory of all chemicals, pesticides, fuels and other toxic or hazardous materials used or stored on the premises, a description of measures taken to protect storage containers from vandalism, corrosion and spillage, the spill control and countermeasure plan, the means of disposal of all toxic or hazardous wastes produced on the site, a sample of waste water disposed to on-site septic systems, drywells or sewage treatment systems.

25.13.4 All records pertaining to storage, removal and disposal of toxic or hazardous materials shall be retained by the owner or operator for no less than three years, and shall be made available for review upon the request of an agent of the Board of Health.

25.13.5 This by-law may also be enforced pursuant to Mass. Gen. Laws, Chapter 40 S.21D by a Town police officer or other officer having police powers. Upon request of the Board of Health, the Board of Selectmen and Town Counsel shall take such legal action as may be required to enforce this by-law.

25.14 **Violation**

Written notice of any violation of this by-law shall be given to the Owner and Operator by an agent of the Board of Health, specifying the nature of the violation; any corrective measures that must be undertaken, including containment and cleanup of discharged materials; any preventive measures required to avoid future violations, and a schedule of compliance.

The cost of containment and cleanup shall be borne by the Owner and Operator of the involved premises.

The Board of Health may charge for expenses incurred in the enforcement or maintenance of this by-law.

25.15 **Penalty**

Any person who violates any provision of this by-law shall be punished by a fine of not more than $200. Each day or portion thereof during which a violation continues shall constitute a separate offense; if more than one, each condition violated shall constitute a separate offense. This penalty is in addition to any costs or charges under Section 25.14 above and regulations adopted hereunder.

25.16 **Fees**

Any person registering storage of hazardous and toxic materials pursuant to this by-law shall pay to the Board of Health an annual Registration Fee for every gallon or pound or fraction thereof of storage capacity. Such fee shall be due on the same date as the annual registration. Failure to pay shall constitute a violation and shall subject the violator to the penalties of Section 25.15 of the by-law. The Board of Health shall adopt and publish a schedule of fees to be charged.

25.17 **Exemptions**

The provisions of this by-law shall not apply to tanks of 330 gallon capacity or less located on residential properties or to domestic fills or to other uses and activities exempted by Board of Health Regulations.

25.18 **Regulations**

The Board of Health shall adopt and enforce, and may from time to time amend regulations consistent with the intent and general provisions of this by-law, including a schedule of registration fees and expense charges.

25.19 **Severability**

Each provision of this by-law shall be construed as separate to the end that if any part of it shall be held invalid for any reason, the remainder shall continue in full force and effect.

App'd. A.G. 3/22/91. Adv. Burl. News 4/4/91 & 4/11/91 & 4/18/91.

**ARTICLE 18 — RE: Animal Inspector — Civil Service**

The article as it appears in the warrant was moved and seconded. VOTED to revoke the applicability of the Civil Service law and rules to the office of Animal Inspector.

**ARTICLE 19 — RE: Annual Town Election**

The article as it appears in the warrant was moved and seconded. VOTED to set the date of the Annual Town Election to April 6, 1991.

**ARTICLE 20 — RE: Bedford Street Parcel**

Withdrawn

**ARTICLE 21 — RE: Easement — Cypress Drive**

The article as it appears in the warrant was moved and seconded. UNANIMOUSLY VOTED to authorize the Board of Selectmen to acquire by gift, purchase, or eminent domain a 40

foot right of way and utility easement as shown on a Compiled Plan of Land in Burlington, Mass. as prepared by the Town of Burlington Engineering Department and on file with the Town Clerk's office. The utility easement contains two separate easements labeled Easement Tract A and Easement Tract B and is more particularly described as follows:

Easement Tract "A"

Beginning at a point on Cypress Circle at the southeasterly corner of Lot #7 as shown on a Plan of Land recorded with Middlesex South Registry of Deeds at the end of Book 10220, also shown as parcel #11 of Assessors Map #59,

thence running S10-28-00W a distance of 57.11 feet; to a point

thence turning and running S60-57-40W a distance of 69.35 feet; to a corner at Land of the Town of Burlington,

thence turning and running by Land of the Town of Burlington N27-15-15W a distance of 20.00 feet; to a point,

thence turning and running through Lot #7 N60-57-40 a distance of 54.01 feet to a point of curvature,

thence running along a curve of a radius of 66.16 feet a length of 58.31 feet to the point of beginning.

Said Easement Tract "A" containing 1,786 square feet.

Easement Tract "B"

Beginning at a point on Cypress Circle at the Northerly front corner of Lot #8 shown on a Plan recorded with the Middlesex South Registry of Deeds at the end of Book 10410, also shown as Parcel #10 of Assessors Map #59,

thence turning S10-28-00W a distance of 57.11 feet to a point,

then turning and running S60-57-40W a distance of 69.35 feet; to a corner at Land of the Town of Burlington,

thence turning and running by Land of the Town of Burlington S27-15-15E a distance of 20.00 feet; to a point,

thence turning and running through Lot #8 N60-57-40E, a distance of 52.91 feet to a point of curvature,

thence running along a curve of a radius of 107.41 feet a length of 94.66 feet to a point on Cypress Circle at the Southerly front Lot corner of Lot #8,

thence turning and running along Cypress Circle on a curve of a radius 44.00 feet a length of 40.00 feet to the point of beginning.

At 10:50 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:
Jane L. Chew, CMC
Town Clerk

**The Commonwealth of Massachusetts**

Middlesex SS.

To either of the Constables of the Town of Burlington in the County of Middlesex

IN THE NAME OF The Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the Fox Hill School (1), Memorial School (2 & 3), Wildwood School (4 & 5), Pine Glen School (6) in said Burlington on Saturday the sixth day of April next, at 8:00 o'clock in the forenoon, then and there to act on the following articles: —

To cast their votes in the Annual Town Election for the candidates for:

| # of Seats | Office | Term |
|---|---|---|
| 1 | Town Clerk | 5 yrs. |
| 1 | Moderator | 1 yr. |
| 2 | Selectmen | 3 yrs. |
| 1 | Planning Board | 5 yrs. |
| 1 | School Committee | 3 yrs. |
| 1 | Assessor | 3 yrs. |
| 1 | Assessor | 2 yrs. |
| 2 | Board of Health | 3 yrs. |
| 1 | Housing Authority | 5 yrs. |
| 1 | Recreation Comm. | 3 yrs. |
| 1 | Library Trustee | 1 yr. |
| 2 | Library Trustee | 3 yrs. |
| 1 | Shawsheen Tech. H.S. | 3 yrs. |

**Town Meeting Members:**

| Dist. | Seats | Term |
|---|---|---|
| A | 3 | 3 yrs. |
| B | 6 | 3 yrs. |
| C | 3 | 3 yrs. |
| D | 3 | 3 yrs. |
| E | 4 | 3 yrs. |
| F | 4 | 3 yrs. |
| G | 2 | 3 yrs. |
| H | 1 | 3 yrs. |
| J | 2 | 3 yrs. |

| | | |
|---|---|---|
| K | 3 | 3 yrs. |
| L | 2 | 3 yrs. |
| M | 3 | 3 yrs. |

**QUESTION 1:** Shall the Town of Burlington vote to revoke the applicability of the Civil Service Law and rules to the office of the Animal Inspector?

And you are directed to serve this Warrant, by posting up attested copies thereof at Town Hall, Fox Hill School, Memorial School, Wildwood School, Pine Glen School in said Town, Burlington, 7 days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid.

Given under our hands this (blank) day of (blank) in the year of our Lord one thousand nine hundred and (blank).

John A. Leahy
Charles T. Fegan
Phillip A. Gallagher
Richard C. Wilett
Virginia E. Mooney

Pursuant to the within Warrant, I have notified and warned the inhabitants of the Town of Burlington by posting up attested copies of the same at (blank)

A true copy. Attest:
Anthony J. Saia, Constable

## ANNUAL TOWN ELECTION — APRIL 6, 1991

The polls for the Annual Town Election were opened at 8:00 a.m. All precinct workers were sworn in by the Wardens. The machines were all checked, they were all sealed and the public counters all read zero. The polls were closed at 8:00 p.m.

Attest:
Jane L. Chew, CMC
Town Clerk

| | | | Votes Cast | Registered Voters |
|---|---|---|---|---|
| Prec. 1 | Warden | Mary Louise Rutherford | 929 | 2,273 |
| Prec. 2 | Warden | Betty Yetman | 695 | 2,370 |
| Prec. 3 | Warden | Paula Davis | 886 | 2,397 |
| Prec. 4 | Warden | Virginia M. Igo | 755 | 1,892 |
| Prec. 5 | Warden | Patricia Stanford | 848 | 1,976 |
| Prec. 6 | Warden | Elmer V. Larson, Jr. | 937 | 2,182 |
| | | | 5,050 | 13,090 |

This includes 228 absentee ballots cast by Precincts as follows:

Prec. 1 — 36 Prec. 2 — 26 Prec. 3 — 45
Prec. 4 — 41 Prec. 5 — 40 Prec. 6 — 40

| | Prec.1 | Prec.2 | Prec.3 | Prec.4 | Prec.5 | Prec.6 | Total |
|---|---|---|---|---|---|---|---|
| **TOWN CLERK (1)** | | | | | | | |
| Jane L. Chew | 716 | 519 | 676 | 600 | 648 | 754 | 3,913 |
| Blanks | 213 | 176 | 210 | 155 | 200 | 183 | 1,137 |
| **MODERATOR (1)** | | | | | | | |
| Thomas F. Murphy | 655 | 482 | 628 | 567 | 599 | 702 | 3,633 |
| Blanks | 274 | 213 | 258 | 188 | 249 | 235 | 1,417 |
| **SELECTMEN (2)** | | | | | | | |
| Virginia E. Mooney | 233 | 216 | 312 | 254 | 273 | 302 | 1,590 |
| Joseph A. Impemba | 467 | 365 | 434 | 340 | 434 | 515 | 2,555 |
| George L. Judge Jr. | 568 | 313 | 454 | 380 | 427 | 503 | 2,645 |
| Philip A. Pollicelli | 324 | 298 | 346 | 298 | 344 | 339 | 1,949 |
| Write-ins | | | | 1 | | | 1 |
| Blanks | 266 | 198 | 226 | 237 | 218 | 215 | 1,360 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **PLANNING BOARD (1)** | | | | | | | |
| Alfred D. Laing | 614 | 428 | 546 | 523 | 567 | 650 | 3,328 |
| Blanks | 315 | 267 | 340 | 232 | 281 | 287 | 1,722 |
| **SCHOOL COMMITTEE (1)** | | | | | | | |
| John E. Fogelberg | 385 | 330 | 482 | 380 | 426 | 432 | 2,435 |
| John E. Hickey | 498 | 323 | 358 | 336 | 386 | 466 | 2,367 |
| Blanks | 46 | 42 | 46 | 39 | 36 | 39 | 248 |
| **ASSESSOR — 3 YRS. (1)** | | | | | | | |
| Timothy J. Cosgrove | 472 | 259 | 403 | 347 | 397 | 501 | 2,379 |
| Gary J. Litchfield | 354 | 368 | 378 | 297 | 365 | 340 | 2,102 |
| Blanks | 103 | 68 | 105 | 111 | 86 | 96 | 569 |
| **ASSESSOR — 2 YRS. (1)** | | | | | | | |
| Stephen M. Leahy | 413 | 307 | 339 | 368 | 311 | 437 | 2,175 |
| Neil G. Sheehan | 425 | 313 | 479 | 354 | 490 | 429 | 2,490 |
| Blanks | 91 | 75 | 68 | 33 | 47 | 71 | 385 |
| **BOARD OF HEALTH (2)** | | | | | | | |
| Joan M. Ghio | 550 | 408 | 543 | 452 | 507 | 597 | 3,057 |
| Jane M. Richard | 462 | 361 | 445 | 443 | 472 | 552 | 2,705 |
| Blanks | 846 | 621 | 784 | 615 | 717 | 755 | 4,338 |
| **HOUSING AUTHORITY (1)** | | | | | | | |
| M. Harrison Graham | 610 | 460 | 624 | 542 | 601 | 666 | 3,503 |
| Blanks | 319 | 235 | 262 | 213 | 247 | 271 | 1,547 |
| **RECREATION COMM. (1)** | | | | | | | |
| Phillip A. Gallagher | 627 | 460 | 601 | 556 | 599 | 682 | 3,525 |
| Write-ins | | | | | | 1 | 1 |
| Blanks | 302 | 235 | 285 | 199 | 249 | 254 | 1,524 |
| **LIBRARY — 3 YRS. (2)** | | | | | | | |
| Richard S. Lewis | 555 | 379 | 496 | 463 | 515 | 586 | 2,994 |
| Karen M. Arnold | 534 | 399 | 540 | 478 | 511 | 579 | 3,041 |
| Blanks | 769 | 612 | 736 | 569 | 670 | 709 | 4,065 |
| **LIBRARY — 1 YR. (1)** | | | | | | | |
| Richard E. Radtke | 600 | 442 | 554 | 538 | 584 | 648 | 3,366 |
| Blanks | 329 | 253 | 332 | 217 | 264 | 289 | 1,684 |
| **SHAWSHEEN TECH (1)** | | | | | | | |
| John P. Miller | 614 | 449 | 583 | 552 | 582 | 665 | 3,445 |
| Blanks | 315 | 246 | 303 | 203 | 266 | 272 | 1,605 |
| **QUESTION #1** — SHALL THE TOWN OF BURLINGTON VOTE TO REVOKE THE APPLICABILITY OF THE CIVIL SERVICE LAW AND RULES TO THE OFFICE OF ANIMAL INSPECTOR? | | | | | | | |
| Yes | 357 | 226 | 381 | 296 | 312 | 367 | 1,939 |
| No | 238 | 199 | 238 | 220 | 261 | 285 | 1,441 |
| Blanks | 334 | 270 | 267 | 239 | 275 | 285 | 1,670 |

## TOWN MEETING MEMBERS

**DISTRICT M — Precinct 1 — (3) — 3 Years**

| | |
|---|---|
| Channing L. Entwistle | 268 |
| Gary J. Gianino | 273 |
| Marie R. Saia | 296 |

**DISTRICT B — Precinct 2 — (6) — 3 Years**

| | |
|---|---|
| Lawrence R. Benassi | 205 |
| William C. Beyer | 188 |
| Thomas L. Callahan | 189 |
| Scattered Write-ins | 5 |

**DISTRICT D — Precinct 3 — (3) — 3 Years**

| | |
|---|---|
| Thomas F. Murphy Jr. | 265 |
| Mildred J. Nash | 256 |
| Mabel A. Nevins | 255 |

**DISTRICT F — Precinct 4 — (4) — 3 Years**

| | |
|---|---|
| Gary L. Brown | 195 |
| Edward A. Malone | 219 |
| Janet M. Towers | 188 |
| Gary H. Ruping | 186 |

**DISTRICT G — Precinct 5 — (2) — 3 Years**

| | |
|---|---|
| Douglas J. Hyde | 247 |
| Virginia M. Igo | 239 |

**DISTRICT K — Precinct 6 — (3) — 3 Years**

| | |
|---|---|
| Mark A. Schultz | 217 |
| Patricia A. Stanford | 268 |
| Thomas P. Adams | 139 |
| Larry S. Cohen | 125 |
| Kevin B. McKelvey | 279 |

**DISTRICT A — Precinct 1 — (3) — 3 Years**

| | |
|---|---|
| C. Joseph Brown | 251 |
| Diane S. Nolan | 269 |
| Francis E. Redfern | 271 |
| Francis L. McLaughlin | 185 |
| Scattered Write-in | 1 |

**DISTRICT C — Precinct 2 — (3) — 3 Years**

| | |
|---|---|
| Guy J. DeFilippo | 189 |
| Ann Louise McNamara | 239 |
| William V. McNamara | 206 |
| Michael S. Runyan | 150 |

**DISTRICT E — Precinct 3 — (4) — 3 Years**

| | |
|---|---|
| Albert L. Fay Jr. | 261 |
| Anne P. Coady | 267 |
| Charles J. McLean | 167 |
| Gene J. Rossi | 132 |
| Kevin J. Sullivan | 277 |

**DISTRICT H — Precinct 4 — (1) — 3 Years**

| | |
|---|---|
| Joan B. Hastings | 330 |

**DISTRICT J — Precinct 5 — (2) — 3 Years**

| | |
|---|---|
| Patricia J. Angelo | 321 |
| Hope M. Paulsen | 307 |

**DISTRICT L — Precinct 6 — (2) — 3 Years**

| | |
|---|---|
| Brian J. McSweeney III \ | 183 |
| Kevin McSweeney | 136 |
| Marie Soda | 183 |
| Edward A. Souza III | 159 |
| Dana Swanstrom (Write-in) | 66 |
| Scattered Write-ins | 2 |

## ADJOURNED (SECOND) TOWN MEETING MONDAY, MAY 13, 1991

At 7:45 p.m. the Town Meeting Members of Districts B, E, and J were assembled to fill vacancies from the Town Election — 2 seats (B), the death of J. Hurley (E), and the resignations of N. Sheehan and J. Richard (J) respectively.

Present and voting from Dist. B were: M. Scott, C. Crosby, R. Peters, L. Benassi, W. Beyer, P. Hussar, T. Callahan.

Nominations were as follows:

| | Vote |
|---|---|
| Steven H. Weiner, 61C Beacon Village | 4 |
| Janis A. Giles, 5 Hearthstone Dr. | 7 |
| Linda Lewis, 144 Winn St. | 2 |
| Bonnie Giglio, 140 Winn St. | 1 |

Steve Weiner and Janis Giles were declared winners.

Present and voting from Dist. E were: D. Ghio, F. Heartquist, S. Marchese, A. Coady, C. McLean.

Nomination was as follows:

Gene J. Rossi, 174 Winn St. Unan.

Dist. J. nominations were postponed until Wed., May 15th.

A quorum being present, the meeting was called to order at 8:00 p.m. with a salute to the flag.

The reading of the Warrant and Constable's Return was waived by unanimous consent. A motion to adjourn to Wednesday, May 15th to complete the business of the warrant, if necessary, was moved, seconded, and so voted.

A moment of silence in memory of recently deceased Town Meeting Member Jim Hurley was observed. All new Town Meeting Members were sworn in by the Moderator.

**ARTICLE 1 (RE: Reports of Town Officers & Committees)**

It was decided to hear committee reports at the time of their respective warrant articles.

**ARTICLE 2 (RE: Authorization to Borrow)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee.

MAJORITY VOTED to authorize the Town Treasurer, with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 1991, in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefore, payable within one year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17.

**ARTICLE 3 (RE: Transfer of Funds — FY'91 Various Accounts)**

The article was moved and seconded by the Ways & Means Committee.

MAJORITY VOTED to transfer $30,000 from MWRA Assessment Line #146, May, 1990 and $141,000 from free cash to pay for expenses incurred in Fiscal Year 1991 to the following accounts:

| | |
|---|---|
| $21,000 | Unemployment Compensation |
| 20,000 | Aid to Veterans |
| 130,000 | Insurance |

same to be spent under the direction of the appropriate authority.

**ARTICLE 4 (RE: Funding FY '92 Budget)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee. The following line items were held for further discussion:

10, 11, 15-17, 18-22, 30-32, 33-47a, 51, 52, 56-65, 71-73, 79-89, 90-103, 116-126, 127-130, 131, 132, 134-136, 138, 146

UNANIMOUSLY VOTED to raise and appropriate the following sums:

| | |
|---|---|
| **TREASURER/COLLECTOR — Items 1-3** | |
| Salaries | 245,094 |
| Expenses | 4,557 |
| Special Accounts | 200 |
| **ASSESSORS — Items 4, 5** | |
| Salaries | 123,062 |
| Expenses | 32,050 |
| **TOWN CLERK — Items 6, 7** | |
| Salaries | 82,589 |
| Expenses | 26,275 |
| **MODERATOR — Items 8,9** | |
| Salaries | 150 |
| Expenses | 75 |
| **WAYS AND MEANS — Items 12, 13** | |
| Salaries | 2,700 |
| Expenses | 500 |
| **CAPITAL BUDGET COMMITTEE — Item 14** | |
| Salaries | 300 |
| **ACCOUNTING — Items 23, 24** | |
| Salaries | 129,830 |
| Expenses | 620 |
| **TOWN MEETING & REPORTS — Items 25, 26** | |
| Salaries | 2,946 |
| Expenses | 12,012 |
| **REGISTRAR OF VOTERS — Items 27-29** | |
| Salaries | 8,144 |
| Expenses | 4,208 |
| **BOARD OF APPEALS — Items 48-50** | |
| Salaries | 6,037 |
| Expenses | 200 |
| Special Accounts | 4,570 |
| **HISTORICAL COMMISSION — Item 53** | |
| Expenses | 2,690 |
| **SEALER OF WEIGHTS — Items 54, 55** | |
| Salaries | 4,166 |
| Expenses | 1,000 |
| **CIVIL DEFENSE — Items 66-70** | |
| Salaries | 2,500 |
| Expenses | 18,675 |
| Special Accounts: | |
| Education | 200 |
| Surplus Property | 10 |
| Emergency Fund | 10 |
| **COMMUNITY LIFE CENTER — Items 104-105** | |
| Salaries | 199,426 |
| Expenses | 11,619 |
| **COUNCIL ON AGING — Items 106-112** | |
| Salaries | 78,926 |
| Expenses | 8,215 |
| Special Accounts: | |
| Holiday Baskets | 135 |
| Minute Man Homecare | 1,821 |
| Emergency Account | 0 |
| Birthday's "Old-Old" | 135 |
| Stipend for Programs | 0 |

**VETERANS' SERVICES — Items 113-115**

| | |
|---|---|
| Salaries | 71,115 |
| Expenses | 1,875 |
| Special Accounts | 24,000 |

**SHAWSHEEN VALLEY SCHOOL — Item 137** 475,442

**DEBT SERVICE — Items 139-141**

| | |
|---|---|
| Principal | 1,220,000 |
| Interest | 710,810 |
| Temporary Int. | 50,000 |

**RESERVE FUND — Item 142** 200,000

**COUNTY RETIREMENT — Item 143** 1,959,760

The following budgets were taken from the table and discussed. MAJORITY VOTED to raise and appropriate the following sums:

**PLANNING BOARD — Items 10-11**

| | |
|---|---|
| Salaries | 104,969 |
| Expenses | 8,516 |

**TOWN ADMINISTRATION/SELECTMEN — Items 15-17**

| | |
|---|---|
| Salaries | 206,302 |
| Expenses | 8,966 |
| Special Accounts | 3,900 |

**LEGAL — Items 18-22**

| | |
|---|---|
| Legal Fees | 86,275 |
| Legal & Appraisal | 500 |
| Tax Title | 4,000 |
| DPW Title | 1,000 |
| Collective Bargaining | 12,500 |

**TOWN HALL MAINTENANCE — Items 30-32**

| | |
|---|---|
| Salaries | 148,194 |
| Expenses | 58,019 |

**CENTRAL ADMINISTRATION — Items 33-47a**

| | |
|---|---|
| Central Supply | 75,000 |
| Central Machines | 20,137 |
| Chapter 32B (F) | 2,207,500 |
| Memorial Day/Veterans Day | 2,500 |
| Fourth of July | 10,000 |
| Unemployment Comp. (F) | 50,000 |
| Pension reimbursement (F) | 10,000 |
| Surplus Buildings | 10 |
| Town Insurance (F) | 675,000 |
| Financial Audit (F) | 36,000 |
| BMEA Education | 2,500 |
| EDP Supplies & Maint. | 18,000 |
| Contract Svc. — EDP | 32,000 |
| Employees Asst. Program | 6,370 |
| Medicare (F) | 100,000 |
| Center School Occupancy | 34.154 |

**CONSERVATION COMMISSION — Items 51, 52**

| | |
|---|---|
| Salaries | 51,993 |
| Expenses | 10,760 |

**FIRE DEPARTMENT — Items 56-65**

| | |
|---|---|
| Salaries | 2,900,251 |
| Expenses | 151,700 |
| Special Accounts: | |
| Medical Coverage | 10,000 |
| Education & Tuition | 5,500 |
| Clothing | 20,800 |
| Recert. of EMT | 600 |
| Fire Prevention | 2,500 |
| Arson Invest. | 1,500 |
| Training | 4,500 |
| Hazardous Materials Training & Mgmt. | 6,000 |
| Termination Buyback | 10 |

**BUILDING INSPECTOR — Items 71-73**

A motion to table was moved and seconded. Motion failed

| | |
|---|---|
| Salaries | 218,804 |
| Expenses | 8,348 |
| Special Accounts | 10 |

**POLICE DEPARTMENT — Items 79-89**

| | |
|---|---|
| Salaries | 3,126,101 |
| Expenses | 164,248 |
| Special Accounts: | |
| Clothing | 45,490 |
| Education | 6,000 |
| Animal Disposal | 1,180 |
| NEMLEC | 2,500 |
| Medical | 20,000 |
| Medical Exams | 0 |
| Personnel Education | 0 |
| Traffic Supv. Uniform | 1,800 |
| Amrorer Qualify, Off | 0 |

**DPW — Items 90-103**

| | |
|---|---|
| Salaries | 1,840,211 |
| Expenses | 826,266 |
| Special Accounts: | |
| Clothing | 8,625 |
| Physical Exams | 500 |
| Education | 3,010 |
| Highway I | 25,275 |
| Lane Painting | 34,627 |
| Snow & Ice | 250,000 |
| Tree Care | 14,000 |
| Well Cleaning | 10,000 |
| Well Pumping | 0 |
| Mod. of Well Seal & Parco Reloc. | 0 |
| Rubbish & Garbage | 1,347,500 |
| Street Lights | 380,000 |

**BOARD OF HEALTH — Items 116-126**

A motion to end debate was moved, seconded and so voted.

| | |
|---|---|
| Salaries | 169,693 |
| Expenses | 20,100 |
| Special Accounts: | |
| Community Human Services | 6,000 |
| Mosquito Control | 15,000 |
| Clinics | 1,200 |
| T.B. Hospital | 10 |
| Premature Babies | 10 |
| Home Health Services | 3,500 |
| CMARC | 8,200 |
| Hospice | 500 |
| Hazardous Waste Coll. | 17,200 |

**RECREATION DIRECTOR — Items 127-130**

| | |
|---|---|
| Salaries | 260,495 |
| Expenses | 26,945 |
| Special Accounts: | |
| Transportation | 5,480 |
| Self Support Programs | 100,957 |

**RECREATION MAINTENANCE — Items 131, 132**

| | |
|---|---|
| Salaries | 364,774 |
| Expenses | 102,910 |

**LIBRARY — Items 134-136**

A motion to add $3,400 to overtime, $4,000 to part-time salaries, and $1,500 to occupancy to allow the Library to remain open on Sundays was moved, seconded and so voted. Main motion as amended carried.

| | |
|---|---|
| Salaries | 345,379 |
| Expenses | 55,031 |
| Special Accounts | 90,576 |

**LOCAL EDUCATION — Item 138** 18,366,731

**MWRA — Item 146** 2,063,047

A motion to suspend the rules to take Articles 31 and 32 out of order as the first order of business on Monday, May 20th was moved and seconded. There was a division of the house and tellers were appointed. By a vote of 54 in favor and 16 opposed, the motion carried by the required 2/3 vote.

**ARTICLE 5 (RE: Funding Personnel By-Laws FY '92 Admin. & Prof. Plan)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 9-2-0 in favor. MAJORITY VOTED to raise and appropriate the sum of $52,700 for the purpose of raising the base salaries of the Administrative and Professional Plan by 4.5%, same to be spent under the direction of the appropriate authorities.

**ARTICLE 6 (RE: Funding Personnel By-Laws FY '92 Part-Time Salary Plan Under 20 Hours)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 8-3 in favor. MAJORITY VOTED to raise and appropriate the sum of $7,000 for the purpose of raising the base salaries of the Part-Time Plan — Under 20 Hours by 4.5%, same to be spent under the direction of the appropriate authorities.

**ARTICLE 7 (RE: Ice Pallace Enterprise Fund)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 8-0 in favor. MAJORITY VOTED to raise and appropriate the sun of $469,100 to operate the Burlington Ice Pallace, of which the $469,100 will come from the Burlington Ice Pallace Estimated Revenue Account, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 8 (RE: Conservation — Land Management Program)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 1-4-1 opposed. Ways & Means were 8-0 in favor. MAJORITY VOTED to raise the appropriate sum of $10,000 for a land management line item to be established in the budget of the Conservation Commission for a program for Conservation lands, same to be spent under the direction of the Conservation Commission.

**ARTICLE 9 (RE: Stream Maintenance Program)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 1-5 opposed. Ways & Means were 8-0 in favor. A motion to amend the article by striking the figure $16,000 and substituting therefore the figure $11,000, thereby eliminating the P/T personnel was seconded. Amendment failed. Main motion carried. MAJORITY VOTED to raise and appropriate the sum of $16,000 for a stream maintenance program under the direction of the Board of Selectmen by the Conservation Commission and DPW.

A motion to suspend the rules to take Articles 27 and 28 out of order as first order of business Wednesday, May 15th was seconded and unanimously voted.

At 11:05 p.m., a motion to adjourn was moved, seconded and so voted.

Attest:
Jane L. Chew, CMC

## ADJOURNED (SECOND) TOWN MEETING
## WEDNESDAY, MAY 15, 1991

At 7:45 p.m. the Town Meeting Members of District J assembled to fill two vacancies. Present and voting were: R. Burkhart, R. Paulsen, H. Paulsen, P. Tobin, P. Angelo.

Nominated: Joanne Kinchla, 8 Arnold Terrace — unanimously voted.

A quorum being present, the meeting was called to order at 7:50 p.m. with a salute to the flag. A motion to adjourn to Monday, May 20th, if necessary, to complete the business of the warrant was moved, seconded and so voted.

**ARTICLE 27 (RE: Police Station Relocation & Expansion)**

The article was moved and seconded by the Ways & Means Committee who were 9-0 in favor. Capital Budget voted 3-0-1 in favor. Selectmen were in favor. Presentations were made by the Town's financial teams, Capital Building Study Committee, and Maxi Ferro of The Preservation Partnership.

After considerable discussion, it was moved and seconded to end debate. There was a division of the house and tellers were appointed. By a vote of 50 in favor and 28 opposed, the motion failed to receive the 2/3 required vote. Debate continued.

There was a division of the house and tellers were appointed. BY A STANDING VOTE OF 74 IN FAVOR AND 9 OPPOSED, THE MOTION CARRIED BY THE REQUIRED 2/3 to authorize the Board of Selectmen to relocate and expand the Police Station at the former Union School at 45 Center Street, and to appropriate the sum of $2,725,000 for this purpose and to meet this appropriation, the Treasurer with the approval of the Board of Selectmen is authorized to borrow $2,725,000 under Massachusetts General Laws Chapter 44, Sections 7(3) and (3A).

**ARTICLE 28 (RE: Police Station Bond Fee)**

The article as it appears in the warrant was moved and seconded by the Ways and Means Committee. MAJORITY VOTED to raise and appropriate the sum of $27,000 for the cost of issuance of the bonds authorized under Article 27, including financial advising fee and bond counsel fees and other expenses.

**ARTICLE 10 (RE: Conservation Comm. — Open Space & Recreation Plan Update)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 4-0 in favor. Ways & Means were 6-0 in favor. MAJORITY VOTED to raise and appropriate the sum of $5,000 for the purpose of updating the Town of Burlington Open Space and Recreation Plan, 1986, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 11 (RE: Pavement Management)**

The article was moved and seconded by the Capital Budget Committee who were 6-0-1 in favor. An amendment to strike the figure $364,871 and substitute the figure $460,560 was moved and seconded by the Ways & Means who were 8-0 in favor.

There was a division of the house and tellers were appointed. By a vote of 37 in favor and 35 opposed, the amendment carried. The main motion as amended carried. MAJORITY VOTED to raise and appropriate the sum of $460,560 for the purpose of the Pavement Management Program, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 12 (RE: Right Turn Lane onto Wilmington Road)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 4-0-1 in favor. Ways & Means were 8-0 in favor. MAJORITY VOTED to raise and appropriate the sum of $49,049 for the purpose of the Town of Burlington's remaining share of the construction cost for the right turn lane from Cambridge Street to Wilmington Road, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 13 (RE: Master Drainage — Sarah Street Culvert)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 6-1 in favor. Ways & Means were 7-1 in favor.

An amendment to strike the words "raise and appropriate" and substitute therefor the words "free cash" was moved and seconded. Amendment failed.

MAJORITY VOTED to raise and appropriate the sum of $248,600 for the purpose of drainage improvements at Sarah Street with the installation of a 7'0" wide x 3'0" high precast concrete culvert, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 14 (RE: Local Drainage)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 7-0 in favor. Ways & Means were 8-0 in favor. MAJORITY VOTED to raise and appropriate the sum of $36,700 for the purpose of repairing and improving existing storm drain lines, catch basins, manholes and outlets, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 15 (RE: Replacement of Sewer Pumps)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 6-0 in favor. Ways & Means were 6-1 in favor. MAJORITY VOTED to raise and appropriate the sum of $27,500 for the purpose of replacing the sewer pumps located in the Wilmington Road pumping station, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 16 (RE: Roof Replacement — Water & Sewer Garage)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 7-0 in favor. Ways & Means were 7-1 in favor. MAJORITY VOTED to raise and appropriate the sum of $8,000 for the purpose of roof replacement and roof repairs to the Water & Sewer Garage located on Great Meadow Road, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 17 (RE: Roof Replacement — Water Treatment Plant)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 7-0 in favor. Ways & Means were 7-1 in favor. MAJORITY VOTED to raise and appropriate the sum of $53,900 for the purpose of roof replacement and roof repairs to the Main Water Treatment Plant on Winter Street, same to be spent under the direction of the Board of Selectmen.

A motion to suspend the rules by tabling Article 18 until after Articles 31 and 32 are heard on Monday, May 21st was moved, seconded and unanimously voted.

**ARTICLE 19 (RE: Fire Dept. — Ambulance Automatic Defibrillators)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 0-4 opposed. Ways & Means were 1-9 opposed. A motion to postpone indefinitely was moved, seconded and so voted.

**ARTICLE 20 (RE: Fire Department — 2 Emergency Response Vehicles)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 5-0-2 in favor. An amendment to strike the figure $29,500 and the word "Two (2)" and substitute the figure $15,000 and the word "One (1)" was moved and seconded by the Ways & Means who were 9-0 in favor.

There was a division of the house and tellers were appointed. By a vote of 29 in favor and 33 opposed, the amendment failed.

MAJORITY VOTED to raise and appropriate the sum of $29,500 for the replacement of two (2) Fire Department emergency response vehicles, same to be spent under the direction of the Board of Selectmen.

At 10:55 p.m., a motion to adjourn was moved, seconded and voted.

Attest:
Jane L. Chew, CMC

**ADJOURNED (SECOND) TOWN MEETING**
**MONDAY, MAY 20, 1991**

At 7:40 p.m. the Town Meeting Members from District J assembled to fill the remaining vacancy. Present and voting were: R. Burkhart, R. Paulsen, P. Tobin, J. Kinchla, P. Angelo, H. Paulsen. Nominations: Barbara J. Reid, 0 Francis Wyman Rd. — Unanimously voted and sworn in.

A quorum being present, the meeting was called to order at 7:45 p.m. with a salute to the flag. A motion to adjourn to Wed., May 22nd to complete the business of the warrant, if necessary, was moved, seconded and so voted.

Articles 31 and 32 were brought before the body as previously voted to be discussed together and voted separately.

**ARTICLE 31 (RE: Winn St. Corridor Safety Improvements — Land Acquisition)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 6-1 in favor. The Selectmen were 4-1 in favor.

A motion to postpone Article 31 to June 5th at 7:30 p.m. to allow the Executive Office of Transportation and Construction to review the detail plans of the Winn St. Corridor Project, to determine the feasibility of downsizing the project to arrive at a compromise solution to the project was seconded. On a voice vote, the motion failed.

Slide presentations were made by Police Chief Soda, Town Administrator David Owen, and Mr. Hebert of Fay, Spoffard, and Thorndike. Bonnie Giglio of 140 Winn St. and Don Gordon of 110 Winn St. both made presentations regarding the impact of the proposed project.

At 11:00 p.m., a motion to end debate was moved, seconded and unanimously voted. BY A STANDING ROLL CALL VOTE OF 63 IN FAVOR AND 26 OPPOSED, it was voted to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain, or otherwise, the following six parcels of land, for purposes of making improvements to Winn Street:

**Parcel 1**

A parcel of land belonging, now or formerly, to Kenneth D. Ostlund and Janet T. Ostlund, bounded and described as follows:

> Beginning at a point on the westerly line of Winn Street, said point being the intersection of the westerly line of Winn Street and the northerly line of Keans Road; thence running south 64-09'-00" west sixteen and 23/100 (16.23) feet by the northerly line of Keans Road; then turning and running north 25-20'47" west two and 48/100 (2.48) feet by land, now or formerly, of Kenneth D. Ostlund and Janet T. Ostlund; thence turning and running easterly and northerly on a line curving to the left having a radius of fifteen

and 00/100 (15.00) feet, twenty and 53/100 (20.53) feet by land, now or formerly, of Kenneth D. Ostlund and Janet T. Ostlund; then turning and running south 31-26'-38" east fourteen and 41/100 (14.41) feet by the westerly line of Winn Street to the point of beginning.

Containing ninety-one (91) square feet of land, more or less.

Said Parcel is a portion of Lots A and B shown on Plan number 1165 of 1956 and described in Registration Book 17366, Page 344 in the Middlesex County, South District, Registry of Deeds.

**Parcel 2**

A parcel of land belonging, now or formerly, to Frank E. Mason and Phyllis M. Mason, bounded and described as follows:

Beginning at a point on the easterly line of Winn Street, said point also being the point of tangency for a curve having a radius of one hundred and 30/100 (100.30) feet, said curve being the northerly line of Beacon Street; thence running north 29-31'-27" west fifty-three and 76/100 (53.76) feet by the easterly line of Winn Street; thence turning and running north 56-32'44" east five and 02/100 (5.02) feet by land, now or formerly, of Edward W. Chepulis and Shirley E. Chepulis; thence turning and running south 38-06'38" east one and 41/100 (1.41) feet by land, now or formerly, of Frank E. Mason and Phyllis M. Mason; thence turning and running southerly and easterly on a line curving to the right with a radius of seven hundred twenty-five and 00/100 (725.00) feet, one hundred two and 96/100 (102.96) feet by land, now or formerly, of Frank E. Mason and Phyllis M. Mason, thence turning and running northerly and westerly on a line curving to the right having a radius of one hundred and 30/100 (100.30) feet, fifty-two and 17/100 (52.17) feet by the northerly line of Beacon Street to the point of beginning.

Containing eight hundred sixty-six (866.00) square feet of land, more or less.

Said Parcel 2 is a portion of Lots E and F shown on Plan number 1765 of 1956 and described in Registration Book 14144, Page 118 in the Middlesex County, South District, Registry of Deeds.

**Parcel 3**

A parcel of land belonging, now or formerly, to Edward C. Chepulis and Shirley E. Chepulis, bounded and described as follows:

Beginning at a point on the easterly line of Winn Street, said point being on the dividing line of land, now or formerly, of Edward W. Chepulis and Shirley E. Chepulis and land currently numbered 100 Winn Street and belonging, now or formerly to Frank E. Mason and Phyllis M. Mason; thence running north 29-31'27" west thirty-three and 50/100 (33.50) feet by the easterly line of Winn Street; thence turning and running south 38-06'38" east thirty-three and 53/100 (33.53) feet by land, now or formerly, of Edward W. Chepulis and Shirley E. Chepulis; thence turning and running south 56-32'44" west five and 02/100 (5.02) feet by land, now or formerly, of Frank E. Mason and Phyllis M. Mason to the point of beginning.

Containing eighty-three (83) square feet of land, more or less.

Said Parcel 3 is a portion of Lot D shown on Plan 1764 of 1956 and described in Registration Book 8836, Page 74 in the Middlesex County, South District, Registry of Deeds.

**Parcel 4**

A parcel of land belonging, now or formerly, to the Roman Catholic Archbishop of Boston, bounded and described as follows:

Beginning at a point on the westerly line of Winn street, said point being on the dividing line of land, now or formerly, of the Roman Catholic Archbishop of Boston and land currently numbered 115 Winn Street and belonging, now or formerly, to John T. Keating and Marion V. Keating; thence running south 33-57'38" east ninety-six and 73/100 (96.73) feet by the westerly line of Winn Street; thence turning and running south 38-06'38" east three hundred ninety-five and 39/100 (395.39) feet by the westerly line of Winn Street; thence turning and running southerly on a line curving to the right with a radius of two thousand thirty-five and 32/100 (2,035.32) feet, two hundred five and 78/100 (205.78) feet by the westerly line of Winn Street; thence turning and running northerly on a line curving to the left with a radius of one thousand three hundred forty-five and 00/100 (1,345.00) feet, fifty-eight and 95/100 (58.95) feet by land, now or formerly, of the Roman Catholic Archbishop of Boston; thence turning and running north 39-20'-25" west four hundred fifty and 93/100 (450.93) feet by land, now or formerly, of the Roman Catholic Archbishop of Boston; thence turning and running on a line curving to the right with a radius of one thousand five and 00/100 (1,005.00) feet, one hundred seven and 52/100 (107.52) feet by land, now or formerly, of the Roman Catholic Archbishop of Boston; thence turning and running north 33-12'-37" west eighty-four and 54/100 (84.54) feet by land, now or formerly, of the Roman Catholic Archbishop of Boston; thence turning and running north 66-04'35" east sixteen and 90/100 (16.90) feet by land, now or formerly, of John T. Keating and Marion V. Keating, to the point of beginning.

Containing ten thousand two hundred forty-one (10,241) square feet of land, more or less.

Said Parcel 4 is a portion of a parcel of land described in Registration Book 6989, Page 579 in the Middlesex County, South District, Registry of Deeds.

**Parcel 5**

A parcel of land belonging, now or formerly, to Donald M. Gordon, Sr. and Dorothy A. Gordon, bounded and described as follows:

Beginning at a point on the easterly line of Winn Street, said point also being the point of curvature for a curve having a radius of thirty-five and 84/100 (35.84) feet, said curve being the southerly line of Peach Orchard Road; thence running northerly and easterly on a line curving to the right with a radius of thirty-five and 84/100 (35.84) feet, twenty-eight and 60/100 (28.60) feet by the southerly line of Peach Orchard Road; thence turning and running southerly and westerly on a line curving to the left with a radius of thirty-five and 00/100 (35.00) feet, twenty-four and 60/100 (24.60) feet by land, now or formerly, of Donald M. Gordon, Sr. and Dorothy A. Gordon; thence turning and running southerly and easterly and a line curing to the left with a radius of one thousand three hundred ninety-five and 00/100 (1,395.00) feet, one hundred six and 11/100 (106.11) feet by land, now or formerly, of Donald M. Gordon, Sr. and Dorothy A. Gordon; thence turning and running north 38-06'38" west eighty-four and 14/100 (84.14) feet by the easterly line of Winn Street; thence turning and running north 33-57'-38" west nineteen and 03/100 (19.03) feet by the easterly line of Winn Street to the point of beginning.

Containing one hundred fifty-four (154) square feet of land, more or less.

Said Parcel 5 is a portion of Lot A shown on Plan number 812 of 1963 and described in Registration Book 14304, Page 420 in the Middlesex County, South District, Registry of Deeds.

**Parcel 6**

A parcel of land belonging, now or formerly, to John T. Keating and Marion V. Keating, bounded and described as follows:

Beginning at a point on the westerly line of Winn Street, said point being on the dividing line of land, now or formerly, of John T. Keating and Marion V. Keating and land belonging, now or formerly, to the Town of Burlington (Memorial School); thence running south 33-57'38" east two hundred and 00/100 (200.00) feet by the westerly line of Winn Street; thence turning and running south 66-04'-35" west sixteen and 90/100 (16.90) feet by land, now or formerly, of the Roman Catholic Archbishop of Boston; thence turning and running north 33-12'37" west one hundred ninety-five and 05/100 (195.05) feet by land, now or formerly, of John T. Keating and Marion V. Keating; thence turning and running north 47-52'35" east fourteen and 23/100 (14.23) feet by land, now or formerly, of the Town of Burlington (Memorial School) to the point of beginning.

Containing three thousand thirty four (3,034) square feet of land, more or less.

Said Parcel 6 is a portion of Lot B shown on Plan number 896 of 1970 and described in Registration Book 13408, Page 157 in the Middlesex County, South District, Registry of Deeds.

and to raise and appropriate the sum of $29,000.00 for the acquisition of said properties.

**ARTICLE 32 (RE: Winn Street Land Acquisition — School Property**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 5-2 in favor. There was a division of the house and tellers were appointed. BY A STANDING VOTE OF 61 IN FAVOR AND 22 OPPOSED, it was voted to transfer the care, custody and control of a portion of the Memorial School property from the School Committee to the Board of Selectmen to be held by the Board of Selectmen for the purpose of making improvements to Winn Street. The portion of the property to be transferred is more particularly described as follows:

**Parcel 7**

A parcel of land belonging, now or formerly, to the Town of Burlington (Memorial School), bounded and described as follows:

Beginning at a point on the westerly line on Winn Street, said point being on the dividing line of land, now or formerly, of the Town of Burlington (Memorial School) and land currently numbered 115 Winn Street and belonging, now or formerly, to John T. Keating and Marion V. Keating; thence running south 47-52'35" west fourteen and 23/100 (14.23) feet by land, now or formerly, of John T. Keating and Marion V. Keating, thence turning and running north 33-12'37" west two hundred forty-four and 31/100 (244.31) feet by land, now or formerly of the Town of Burlington (Memorial School); thence turning and running northerly and westerly on a line curving to the left with a radius of five hundred ninety-five and 00/100 (595.00) feet, one hundred seventy-three and 25/100 (173.25) feet by land, now or formerly, of the Town of Burlington (Memorial School); thence turning and running north 49-53'38" west two hundred thirty-eight and 57/100 (238.57) feet by land, now or formerly of the Town of Burlington (Memorial School); thence turning and running northerly and westerly on a line curving to the left with a radius of four hundred ninety-five and 00/100 (495.00) feet, ninety-

four and 69/100 (94.69) feet by land, now or formerly of the Town of Burlington (Memorial School) to a point on the southerly line of Center Street; thence turning and running southerly and easterly on a line curing to the right with a radius of five hundred ninety-three and 45/100 (593.45) feet, one hundred eighty-six and 38/100 (186.38) feet by the southerly line of Center Street to a point on the westerly line of Winn Street; thence turning and running south 49-53'-38" east one hundred five and 52/100 (105.52) feet by the westerly line of Winn Street; thence turning and running southerly and westerly on a line curving to the right with a radius of six hundred eighty-nine and 55/100 (689.55) feet, one hundred ninety-one and 76/100 (191.76) feet by the westerly line of Winn Street; thence turning and running south 33-57'-38" east two hundred seventy-one and 74/100 (271.74) feet by the westerly line of Winn Street to the point of beginning.

Containing ten thousand six hundred forty (10,640) square feet of land, more or less.

Said Parcel 7 is a portion of a parcel shown on Plan number 741 of 1953 and described in Registration Book 8068, Page 589 in the Middlesex County, South District, Registry of Deeds.

At 11:10 p.m., a motion to adjourn was moved, seconded, and so voted.

Attest:
Jane L. Chew, CMC

**ADJOURNED (SECOND) TOWN MEETING**
**WEDNESDAY, MAY 22, 1991**

A quorum being present, the meeting was called to order at 7:50 p.m. with a salute to the flag. A motion to adjourn to Wed., May 29th to complete the business of the warrant, if necessary, was moved, seconded and so voted.

Article 18 was removed from the table as previously voted.

**ARTICLE 18 (RE: People Mover)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 2-3-2 opposed. Ways & Means were 5-6 opposed and the Selectmen were unanimously in favor. After considerable discussion, a motion to end debate was moved, seconded and unanimously voted.

MAJORITY VOTED to raise and appropriate the sum of $80,000 for the purpose of providing transportation services to the people of Burlington, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 21 (RE: Library — 3 CL-CAT Terminals)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 4-0-2 in favor. Ways & Means were 10-1 in favor.

MAJORITY VOTED to raise and appropriate the sum of $9,466 for the installation and operation of 3 CL-CAT terminals to supersede the card catalogs, same to be spent under the direction of the Library Trustees.

**ARTICLE 22 (RE: Police Dept. — Emergency Vehicles)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 4-0-2 in favor. An amendment by Ways & Means who were 11-0 in favor to add the word "four (4)" before the words "emergency vehicles" was moved, seconded and so voted. Main motion as amended carried.

MAJORITY VOTED to raise and appropriate the sum of $60,000 for the purchase of four (4) emergency vehicles, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 23 (RE: Storm Windows & Door — Town Hall)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 5-1 in favor. Ways & Means were 10-0 in favor.

MAJORITY VOTED to raise and appropriate the sum of $7,000 for the purpose of installing 59 storm windows and 1 storm door at Town Hall, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 24 (RE: Wildwood & Pine Glen Gym Floors)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 4-0 in favor. Ways & means were 10-1 in favor.

MAJORITY VOTED to raise and appropriate the sum of $40,000 for the purpose of removing and replacing gym floors at the Wildwood and Pine Glen elementary schools for safety reasons, same to be spent under the direction of the School Department.

**ARTICLE 25 (RE: Renovation of Playing Fields)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 6-0 in favor. Ways & Means were 8-1-2 in favor.

A motion to amend by striking the figure $35,000 and substituting therefor the figure $43,000 and by striking the word "fence" and substituting therefor the words "a 6 ft. high green vinyl coated chain linked fence 550 ft. in length" was moved and seconded. Amendment carried. Main motion as amended carried.

MAJORITY VOTED to raise and appropriate the sum of $43,000 for the renovation of the playing fields, a new play area, and a 6 ft. high green vinyl coated chain linked fence 550 ft. in length along Winn Street at the Memorial School, same to be spent under the direction of the Recreation Commission.

**ARTICLE 26 (RE: Board of Health — Purchase of Car)**

The article as it appears in the warrant was moved and seconded by the Capital Budget Committee who were 0-5-1 opposed. Ways & Means were 5-4 in favor. A motion to amend by striking the figure $12,000 and substituting therefor the figure $9,000 was seconded. Amendment failed. Main motion failed.

**ARTICLE 29 (RE: Cemetery Development)**

A motion to table until Articles 38 and 39 were discussed was moved, seconded and so voted.

**ARTICLE 30 (RE: Leaf Pick-up & Disposal)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 9-0 in favor. Selectmen were unanimously in favor.

MAJORITY VOTED to raise and appropriate the sum of $35,000 for the purpose of complying with the Mass. Solid Waste Master Plan to ban leaves at Mass. landfills and incinerators effective December 31, 1991, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 33 (RE: Custodial Recreational & Other Approved Fees)**

The article as it appears in the warrant was moved and seconded by the Ways & Means who were 7-0 in favor.

MAJORITY VOTED to raise and appropriate the sum of $21,000 for the purpose of custodial fees for organizations as previously approved by Town Meeting, same to be spent under the direction of the School Committee.

**ARTICLE 34 (RE: Will of Marshall Simonds)**

The article as it appears in the warrant was moved and seconded by the Ways & Means who were 9-0 in favor.

MAJORITY VOTED to accept from the Trustees under the will of Marshall Simonds a sum of $9,500 for the maintenance and improvement of Simonds Park, same to be spent under the direction of the Recreation Commissioners.

**ARTICLE 35 (RE: Lighting of Athletic Fields)**

The article as it appears in the warrant was moved and seconded by the Ways & Means who were 9-0 in favor.

MAJORITY VOTED to raise and appropriate the sum of $7,500 to pay electric bills for lighting of athletic fields used by Burlington youth sports organizations, same to be spent under the direction of the Recreation Commissioners.

**ARTICLE 36 (RE: Enhanced 911 Emergency Services)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 9-0 in favor.

MAJORITY VOTED to accept the provisions of Chapter 291 of the Acts of 1990, thereby allowing the Town to receive Enhanced 911 services as defined in said Act, and, if acceptance and notification to the Secretary of the Commonwealth of said acceptance occur on or before December 11, 1991, the Town will also receive, at no cost to it, the benefits of Enhanced 911 network features that may be made available by the Statewide Emergency Telecommunications Board.

**ARTICLE 37 (RE: Implementation of Question 5)**

The article as it appears in the warrant was moved and seconded by the Ways & Means who were 8-1 in favor.

MAJORITY VOTED to demand that its Senator and Representatives do everything necessary to implement the provisions of Question 5, which was approved overwhelmingly by the voters at the 1990 biennial state election, including both the formulation of a plan to do so as well as a vote in favor of an appropriation to fund local aid in the amount of 40% of growth taxes (income, corporate and sales) no later than July 1, 1993.

A motion to suspend the rules to take Article 40 out of order was moved, seconded and so voted.

**ARTICLE 40 (RE: Accept EEO Grant Monies for Shawsheen Vocational Regional Technical School)**

The article as it appears in the warrant was moved and seconded by the Ways & Means who were 9-0 in favor.

UNANIMOUSLY VOTED to accept a $48,352 Equal Educational Opportunity Grant for the Shawsheen Valley Regional Vocational Technical High School District for the 1991-1992 school year.

Article 29 was taken from the table to be discussed with Articles 38 and 39 to be voted on separately.

**ARTICLE 29 (RE: Cemetery Development)**

The article as it appears in the warrant was moved and seconded by the Ways & Means who were 2-7 opposed. Capital Budget Committee were 3-1 in favor and Land use Committee were 8-0 in favor.

**ARTICLE 38 (RE: Confirm use for Seminatore Property — Selectmen)**

The article was moved and seconded by the Ways & Means Committee who were 2-7 opposed. Capital Budget were 3-1 in favor.

**ARTICLE 39 (RE: Confirm Use for Seminatore Property-TMM George Cooper**

The article as it appears in the warrant was moved and seconded by the Ways & Means who were 2-7 opposed.

A motion to amend Articles 38 and 39 to include the Conservation Commission's recommendations as provided in the backup material to Town Meeting as a condition for development was seconded.

A motion to postpone Articles 29, 38, and 39 indefinitely was moved and seconded. A motion to end debate was moved and seconded. There was a division of the house and tellers were appointed. By a standing vote of 53 in favor and 6 opposed, the motion to end debate carried.

By a voice vote, the motion to postpone indefinitely carried.

At 10:45 p.m., a motion to adjourn was moved, seconded and so voted.

Attest:
Jane L. Chew, CMC

On June 3, 1991, a 43 page petition was submitted to the Board of Registrars for certification. The petition requested a Special Election to bring Article 31 (Winn Street Project) voted at the May Town Meeting before the voters of the Town. On June 4, 1991, the Board of Registrars certified 761 signatures of registered voters, exceeding the 5% required to call for a Special Election.

**SPECIAL ELECTION**
**JULY 20, 1991**

The Commonwealth of Massachusetts

Middlesex SS.

To either of the Constables of the Town of Burlington in the County of Middlesex

IN THE NAME OF The Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the Fox Hill School (1), Memorial School (2 & 3), Wildwood School (4 & 5), Pine Glen School (6) in said Burlington on Saturday, the twentieth day of July next, at 8:00 o'clock in the forenoon, then and there to act on the following articles: —

**POLLS OPEN 8:00 AM TO 8:00 PM**
**PROPOSED BALLOT QUESTION**

Shall the Town vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain, or otherwise, the following six parcels of land, for the purposes of making improvements to Winn Street as voted under Article 31 of the May 20, 1991 Town Meeting (copy of metes and bounds description of the properties is available at this polling place):

| | |
|---|---|
| Parcel 1 | Kenneth D. Ostlund and Janet T. Ostlund, 97 Winn St. (91 sq. ft.) |
| Parcel 2 | Frank E. Mason and Phyllis Mason, 100 Winn St. (866 sq. ft.) |
| Parcel 3 | Edward C. Chepulis and Shirley E. Chepulis, 102 Winn St. (83 sq. ft.) |
| Parcel 4 | Roman Catholic Archbishop of Boston, 111 Winn St. (10,241 sq. ft.) |
| Parcel 5 | Donald M. Gordon, Sr. and Dorothy A. Gordon, 110 Winn St. (154 sq. ft.) |
| Parcel 6 | John T. Keating and Marion V. Keating, 115 Winn St. (3,034 sq. ft.) |

and to raise and appropriate the sum of $29,000 for the acquisition of said properties?

And you are directed to serve this Warrant, by posting up attested copies thereof at Town Hall, Fox Hill School, Memorial School, Wildwood School, Pine Glen School in said Town, Burlington, 7 days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid.

Given under our hands this (blank) day of (blank) in the year of our Lord one thousand nine hundred and (blank).

John H. Leahy, Jr.
Joseph A. Impemba
Richard C. Wilett
Charles T. Fegan
Selectmen of Burlington
A true copy. Attest:
Anthony J. Saia, Constable

## SPECIAL TOWN ELECTION
## JULY 20, 1991

The polls for the Special Town Election were opened at 8:00 a.m. All precinct workers were sworn in by the Wardens. The machines were all checked, they were all sealed and the public counters all read zero. The polls closed at 8:00 p.m.

Attest:
Jane L. Chew, CMC
Town Clerk

| | Votes Registered | Cast | Voters |
|---|---|---|---|
| Prec. 1 | Warden, Mary Louise Rutherford | 1,234 | 2,307 |
| Prec. 2 | Warden, Betty Yetman | 1,338 | 2,402 |
| Prec. 3 | Warden, Paula Davis | 1,108 | 2,445 |
| Prec. 4 | Warden, Patricia Stanford | 770 | 1,910 |
| Prec. 5 | Warden, Virginia M. Igo | 930 | 2,004 |
| Prec. 6 | Warden, Dorothy L. Leahy | 1,093 | 2,207 |
| | | 6,473 | 13,275 |

This includes 1,033 absentee ballots cast by Precincts as follows:

Prec. 1 — 239 Prec. 2 — 210 Prec. 3 — 195
Prec. 4 — 97 Prec. 5 — 131 Prec. 6 — 161

| | Prec.1 | Prec.2 | Prec.3 | Prec.4 | Prec.5 | Prec.6 | Total |
|---|---|---|---|---|---|---|---|
| QUESTION | | | | | | | |
| YES | 311 | 438 | 204 | 175 | 214 | 274 | 1,616 |
| NO | 922 | 900 | 903 | 595 | 716 | 812 | 4,848 |
| BLANKS | 1 | | 1 | | | 7 | 9 |

## ADJOURNED (THIRD) TOWN MEETING
## MONDAY, SEPTEMBER 16, 1991

A quorum being present, the meeting was called to order at 7:45 p.m. with a salute to the flag.

A motion to adjourn to Monday, Sept. 23rd, if necessary, to conclude the business of the warrant was moved, seconded and so voted.

The reading of the Warrant and Constable's Report was waived by unanimous consent.

**ARTICLE 1 (RE: Reports of Town Officers & Committees)**

It was moved, seconded and so voted to hear committee reports when respective articles were discussed.

**ARTICLE 2 (RE: Transfer of Funds)**

The article was moved and seconded by the Ways & Means Committee who were 12-0-0 in favor. VOTED to reduce the previously appropriated amounts and to transfer from available funds the total of $291,000 to be used to reduce the FY '92 Tax Levy as shown below:

| | | |
|---|---|---|
| 1. | Shawsheen Assessment (Line 137 May 13, 1991) | 31,700 |
| 2. | Treatment Plant Roof (Art. 17 May 15, 1991) | 20,000 |
| 3. | MWRA (Line 146 May 13, 1991) | 38,000 |
| 4. | Master Drainage — Sarah St. (Article 13 May 15, 1991) | 90,300 |
| 5. | Transfer from Free Cash | 111,000 |
| | | 291,000 |

**ARTICLE 3 (RE: Insurance Claim — Burlington High School)**

The article was moved and seconded by the Ways & Means Committee who were 12-0-0 in favor. VOTED to transfer from the Insurance Settlement Account the amount of $200,000 for the purpose of paying costs associated with the June 12, 1991 fire at Burlington High School, same to be spent under the direction of the appropriate authority.

**ARTICLE 4 (RE: Drug & Alcohol Task Force)**

The article as printed in the warrant was moved and seconded by the Ways & Means Committee who were 12-0-0 in favor. VOTED to transfer from free cash the sum of $2,500 to fund the expenses of the Burlington Drug & Alcohol Task Force, same to be spent under the direction of the appropriate authority.

**ARTICLE 5 (RE: Vault Shelving/Cabinets/Gate)**

The article was moved and seconded by the Ways & Means Committee who were 12-0-0 in favor. VOTED to transfer from free cash the sum of $3,000 for the purchase of metal shelving and fire cabinets and a metal gate for the new vault area at the Burlington High School, same to be spent under the direction of the appropriate authority.

**ARTICLE 6 (RE: Demolition of House, Barn & Chicken Coop — 82 Bedford Street)**

The article as it appears in the warrant was moved and seconded. A motion by the Ways & Means Committee who were 12-0-0 in favor to postpone until the January, 1992 Town Meeting to look at alternatives for the disposition of the former Seminatore building was moved, seconded and so voted.

**ARTICLE 7 (RE: Amend General Bylaws — Sign Bylaws)**

A motion to postpone until Article 13 is discussed was moved, seconded and so voted.

**ARTICLE 8 (RE: Amend Personnel Bylaws)**

The motion as it appears in the warrant was moved and seconded. VOTED to amend the Personnel Bylaws, 1991-1992 Part-Time Salary Plan (under 20 hours per week) by adding a new second "Category J" — Wiring Inspector — at $14.30-$16.08-$18.09.

**ARTICLE 9 (RE: Amend General Bylaws — Building Department Fees)**

The article as it appears in the warrant was moved and seconded. The Bylaw Review Committee was 1-2-0 opposed. An amendment to add to the 8.2 title the words "in relation to Permit Fees" was moved and seconded. Amendment carried. Main motion as amended carried. VOTED to amend the General Bylaws by deleting Article VI, Section 8.0 Fees — Building Department — Effective October 21, 1981 in its entirety and substituting therefor a new section 8.0 to read as follows:

**8.0 Fees — Building Department — Effective January 1, 1992**

8.1 Fees For Building Permits.
The Board of Selectmen may from time to time adopt and amend a schedule of fees for building permits, inspections, plan reviews and services and activities required or regulated by the Massachusetts State Building Code or by the Bylaws of the Town of Burlington.

8.2 Building Department Rules and Regulations in Relation to Permit Fees.
The Board of Selectmen may from time to time adopt or amend rules and regulations governing the activities and policies of the Building Department.

**ARTICLE 10 (RE: 1992 Annual Town Election)**

The article as it appears in the warrant was moved and seconded. VOTED to set the 1992 Annual Town Election as Saturday, April 25, 1992.

**ARTICLE 11 (RE: Establish a Disability Access Commission)**

The article was moved and seconded. An amendment to transfer the sum of $500 from free cash for this purpose was moved and seconded. Amendment carried. Main motion as amended carried. VOTED to accept the provisions of Section 8J of Chapter 40 of the Massachusetts General Laws and establish a Disability Access Commission to be comprised of seven (7) members under the jurisdiction of the Board of Selectmen for the purpose of coordinating or carrying out programs for the disabled in conjunction with the State Office on Disability, and to transfer from free cash the sum of $500 for this purpose.

**ARTICLE 12 (RE: Teachers' Summer Payroll Deferral)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 12-0-0 in favor. VOTED to reject the amendments to Chapter 71, Section 40 of MGL which would allow the Town to defer the change for the teachers' summer payroll until the next fiscal year.

**ARTICLE 12A (RE: Union School Property)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 12-0-0 in favor. UNANIMOUSLY VOTED to transfer the care, custody and control of the Union School property to the Board of Selectmen to be held for the purpose of constructing and operating a new police station.

Article 7 was removed from the table. The moderator declared that Articles 7 and 13 would be discussed together and voted separately.

**ARTICLE 13 (RE: Amend Zoning Bylaw — Signs)**

After some debate, a motion to refer Articles 7 and 13 to a committee of five Town Meeting Members appointed by the Moderator to review the proposed bylaw with the existing committee and report back to January Town Meeting was moved, seconded and so voted.

**ARTICLE 14 (RE: Zoning Bylaw Text Amendment — Accessory use Regulations — uses Normally Accessory to Non-Residential Principal Uses (Off-Street Outdoor Parking of Vehicles)**

The article as it appears in the warrant was moved and seconded. Planning Board voted 6-0 in favor. UNANIMOUSLY VOTED to amend Article IV of the Zoning Bylaw, by amending Section 4.3.2.10 of the Accessory Use Regulations Schedule (Uses Normally Accessory to Non-Residential Principal Uses), which currently reads:

4.3.2.10 Off-street outdoor parking of vehicles other than those in 3.2.7

| District | | | | | | | | | Overlay Districts | |
|---|---|---|---|---|---|---|---|---|---|---|
| RO | RG | BN | BL | BG | BT | IG | IH | IR | A | WR |
| Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |

to read as follows:

4.3.2.10 Off-street outdoor parking of vehicles other than those in 4.3.2.7, only if the principal use to which the parking relates (or is accessory to) is permitted or permitted by special permit in the zoning district in which the off-street outdoor parking will be located.

| District | | | | | | | | Overlay Districts | | |
|---|---|---|---|---|---|---|---|---|---|---|
| RO | RG | BN | BL | BG | BT | IG | IH | IR | A | WR |
| Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |

App'd. A.G. 11/26/91. Adv. Burl. News 12/5/91 & 12/12/91.

**ARTICLE 15 (RE: Amend Zoning Bylaws — Principal Use Regulations Schedule)**

The article as it appears in the warrant was moved and seconded. Planning Board voted 6-0 in favor. UNANIMOUSLY VOTED to amend Section 4.2.5 of the Zoning Bylaws by adding a new Section 4.2.5.9 which will read substantially as follows:

| Use Designation | | District | | | | | | | | | Overlay District | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 4.2.5 | Automobile Sales and Service Uses | RO | RG | BN | BL | BG | BT | IG | IH | IR | A | WR |
| 4.2.5.9 | Outdoor storage of motor vehicles intended for sale to the general public, incidental and subordinate to an Automobile Dealership use existing as of the date of adoption of this subsection, and located on an abutting lot. Such storage must be located at least 1,100 feet from the nearest residential zoning district boundary. The Planning Board shall determine the maximum number of vehicles to be stored on such parcel. Access to the parcel upon which such storage occurs shall be from the lot upon which the Automobile Dealership is located. | No | No | No | No | No | SP | SP | No | No | Yes | Yes |

App'd. A.G. 11/26/91. Adv. Burl. News 12/5/91 & 12/12/91.

At 9:30 p.m., a motion to adjourn was moved, seconded and so voted.

Attest:
Jane L. Chew, CMC
Town Clerk

During the month of November, 1,315 names were submitted on initiative petitions to be certified by the Board of Registrars. Out of those names, 1,047 were certified.

The Democratic and Republican Town Committees submitted names for certification for the March 1992 Presidential Primary.

Attest:
Jane L. Chew, CMC
Town Clerk

# TOWN ACCOUNTANT

SUBJECT: Financial Statements Fiscal 1991

Enclosed are the audited financial statements of the Town of Burlington for the year ending June 30, 1991.

These statements have been prepared by this office and our independent auditor Arthur Andersen & Company.

Patrick J. Mullin
Town Accountant

ARTHUR ANDERSEN & CO.

BOSTON, MASSACHUSETTS

## REPORT OF INDEPENDENT PUBLIC ACCOUNTANTS

To the Honorable Board of Selectmen,

Town of Burlington, Massachusetts:

We have audited the accompanying general purpose and combining financial statements of the various funds and account group of the TOWN OF BURLINGTON, MASSACHUSETTS (the Town) as of June 30, 1991 and for the year then ended, as listed in the foregoing index. These financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Consistent with the practice of most municipalities in the Commonwealth of Massachusetts, the Town has neither capitalized the cost of general fixed assets in a General Fixed Asset Account Group (see Note 1(f)) nor has it reported in the General Long-term Obligations Account Group its unfunded pension liability, as determined by an acceptable actuarial cost method (see Note 3), as required by generally accepted accounting principles. The amounts which should be recorded in the General Fixed Asset Account Group and the General Long-term Obligations Account Group are not readily determinable.

In our opinion, except for the effects on the general purpose financial statements of: (1) not capitalizing general fixed assets in a General Fixed Asset Account Group and (2) not reporting the unfunded pension liability, as determined by an acceptable actuarial cost method, in the General Long-term Obligations Account Group, the financial statements referred to above present fairly, in all material respects, the financial position of the Town of Burlington, Massachusetts as of June 30, 1991, and the revenues, transfers, expenditures and changes in fund balances and the results of its operations and its cash flows of the Enterprise Fund and Nonexpendable Trust Funds for the year then ended, in conformity with generally accepted accounting principles.

Arthur Andersen & Co.

September 9, 1991.

TOWN OF BURLINGTON, MASSACHUSETTS

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP

JUNE 30, 1991

| | GOVERNMENTAL FUND TYPES | | | PROPRIETARY FUND TYPE | FIDUCIARY FUND TYPES | ACCOUNT GROUP | Combined Total (Memorandum Only) |
|---|---|---|---|---|---|---|---|
| | General Fund | Special Revenue Funds | Capital Projects Funds | Enterprise Fund | Trust and Agency Funds | General Long-term Obligations | 1991 |
| ASSETS: | | | | | | | |
| Cash, including interest-bearing accounts of $315,244 (Note 2) | $ 368,453 | $ 44,591 | $ - | $ - | $ 329 | $ - | $ 413,373 |
| Temporary investments (Notes 1 and 2) | 6,281,814 | - | - | - | 608,457 | - | 6,890,271 |
| Property taxes receivable- | | | | | | | |
| Current year's levy | 1,532,054 | - | - | - | - | - | 1,532,054 |
| Prior years' levies | 565,812 | - | - | - | - | - | 565,812 |
| | $ 2,097,866 | $ - | $ - | $ - | $ - | $ - | $ 2,097,866 |
| Other receivables and tax titles- | | | | | | | |
| Motor vehicle excise | $ 279,549 | $ - | $ - | $ - | $ - | $ - | $ 279,549 |
| Water and sewer | 758,161 | - | - | - | - | - | 758,161 |
| Tax titles, possessions and other liens | 2,456,872 | - | - | - | - | - | 2,456,872 |
| Federal and state grants | 418,856 | 84,084 | - | - | - | - | 502,940 |
| | $ 3,913,438 | $ 84,084 | $ - | $ - | $ - | $ - | $ 3,997,522 |
| Due from (to) other funds | $(2,457,385) | $1,006,656 | $1,232,463 | $ 117,490 | $100,776 | $ - | $ - |
| Property, plant and equipment, net of accumulated depreciation of $34,935 | - | - | - | 1,362,485 | - | - | 1,362,485 |
| Amount to be provided for the payment of sick leave benefits | - | - | - | - | - | 1,010,505 | 1,010,505 |
| Amount to be provided for the retirement of debt- | | | | | | | |
| From tax levy | - | - | - | - | - | 10,860,917 | 10,860,917 |
| From Chapter 645 (Note 1) | - | - | - | - | - | 389,083 | 389,083 |
| Total assets | $10,204,186 | $1,135,331 | $1,232,463 | $1,479,975 | $709,562 | $12,260,505 | $27,022,022 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP

JUNE 30, 1991

(Continued)

| | GOVERNMENTAL FUND TYPES | | | PROPRIETARY FUND TYPE | FIDUCIARY FUND TYPES | ACCOUNT GROUP | Combined Total (Memorandum Only) |
|---|---|---|---|---|---|---|---|
| | General Fund | Special Revenue Funds | Capital Projects Funds | Enterprise Fund | Trust and Agency Funds | General Long-term Obligations | 1991 |
| LIABILITIES AND RESERVES: | | | | | | | |
| Warrants payable | $ 425,127 | $ - | $ 120,845 | $ - | $ - | $ - | $ 545,972 |
| Accrued payroll, payroll withholdings and other liabilities | 1,428,302 | 11,174 | - | 2,452 | 150,000 | - | 1,591,928 |
| Accrued vacation and sick leave benefits (Note 1) | 560,326 | - | - | - | - | 1,010,505 | 1,570,831 |
| Reserve for abatements | 1,476,259 | - | - | - | - | - | 1,476,259 |
| Deferred revenue | 5,392,270 | - | - | - | - | - | 5,392,270 |
| Bonds and notes payable (Note 4) | - | - | - | 1,550,000 | - | 11,250,000 | 12,800,000 |
| Total liabilities and reserves | $ 9,282,284 | $ 11,174 | $ 120,845 | $1,552,452 | $150,000 | $12,260,505 | $23,377,260 |
| COMMITMENTS AND CONTINGENCIES (Note 6) | | | | | | | |
| FUND/EQUITY BALANCES: | | | | | | | |
| Unreserved | $ 502,788 | $ - | $ - | $ - | $ - | $ - | $ 502,788 |
| Designated for subsequent year's expenditures | 116,000 | - | - | - | - | - | 116,000 |
| Reserved | - | 1,124,157 | - | - | 559,562 | - | 1,683,719 |
| Continued appropriations (Note 5) | 303,114 | - | 1,111,618 | - | - | - | 1,414,732 |
| Accumulated deficit | - | - | - | (72,477) | - | - | (72,477) |
| Total fund/equity balances | $ 921,902 | $1,124,157 | $1,111,618 | $ (72,477) | $559,562 | $ - | $ 3,644,762 |
| | $10,204,186 | $1,135,331 | $1,232,463 | $1,479,975 | $709,562 | $12,260,505 | $27,022,022 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

COMBINED STATEMENT OF REVENUES, TRANSFERS, EXPENDITURES AND CHANGES IN FUND BALANCES -

ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS

FOR THE YEAR ENDED JUNE 30, 1991

| | GOVERNMENTAL FUND TYPES | | | Expendable Trust and Agency Funds | Combined Total (Memorandum Only) |
|---|---|---|---|---|---|
| | General Fund | Special Revenue Funds | Capital Projects Funds | | 1991 |
| REVENUES: | | | | | |
| Property taxes | $30,075,940 | $ - | $ - | $ - | $30,075,940 |
| Motor vehicle excise taxes | 1,600,142 | - | - | - | 1,600,142 |
| Water and sewer | 3,791,178 | - | - | - | 3,791,178 |
| Intergovernmental | 5,517,613 | 4,745,085 | 563,906 | 10,543 | 10,837,147 |
| Interest and dividends | 388,281 | 2,549 | - | 31,421 | 422,251 |
| Departmental and other | 2,691,681 | 2,095,014 | - | 1,532,953 | 6,319,648 |
| | $44,064,835 | $ 6,842,648 | $ 563,906 | $1,574,917 | $53,046,306 |
| TRANSFERS (TO) FROM OTHER FUNDS | $ (858,066) | $(1,139,787) | $2,190,570 | $ (171,724) | $ 20,993 |
| EXPENDITURES: | | | | | |
| Education | $18,803,155 | $ 4,692,013 | $ - | $ 7,554 | $23,502,722 |
| Public safety | 6,941,768 | 532,015 | - | - | 7,473,783 |
| Health and human services | 707,500 | - | - | - | 707,500 |
| Public works | 5,717,088 | 33,386 | - | - | 5,750,474 |
| Recreation | 1,448,150 | 129,918 | - | - | 1,578,068 |
| Debt service | 2,970,793 | - | - | - | 2,970,793 |
| Pension costs (Note 3) | 1,747,384 | - | - | - | 1,747,384 |
| General government | 6,915,392 | - | - | 8,797 | 6,924,189 |
| State and county assessments | 721,292 | - | - | - | 721,292 |
| Other | - | 323,416 | - | 1,672,291 | 1,995,707 |
| Capital outlay | - | - | 2,141,085 | - | 2,141,085 |
| | $45,972,522 | $ 5,710,748 | $2,141,085 | $1,688,642 | $55,512,997 |
| SURPLUS (DEFICIENCY) OF REVENUES AND TRANSFERS OVER EXPENDITURES | $(2,765,753) | $ (7,887) | $ 613,391 | $ (285,449) | $(2,445,698) |
| OTHER FINANCING SOURCES (USES): | | | | | |
| Proceeds from temporary borrowing | $ 3,600,000 | $ - | $ - | $ - | $ 3,600,000 |
| Repayment of temporary borrowing | (3,600,000) | - | - | - | (3,600,000) |
| | $ - | $ - | $ - | $ - | $ - |
| FUND BALANCES, beginning of year | 3,687,655 | 1,132,044 | 498,227 | 529,753 | 5,847,679 |
| FUND BALANCES, end of year | $ 921,902 | $ 1,124,157 | $1,111,618 | $ 244,304 | $ 3,401,981 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

STATEMENT OF REVENUES, TRANSFERS AND EXPENDITURES -

BUDGET AND ACTUAL - GENERAL FUND - BUDGETARY BASIS

FOR THE YEAR ENDED JUNE 30, 1991

(Note 1(g))

| | General Fund | |
|---|---|---|
| | Budget | Actual* |
| REVENUES: | | |
| Property taxes | $31,136,638 | $30,328,088 |
| Motor vehicle excise taxes | 1,510,000 | 1,624,599 |
| Water and sewer | 3,400,000 | 3,644,760 |
| Intergovernmental | 5,488,288 | 5,517,613 |
| Interest and dividends | 550,000 | 388,281 |
| Departmental and other | 2,240,000 | 2,849,362 |
| | $44,324,926 | $44,352,703 |
| OTHER SOURCES OF FUNDS: | | |
| Transfers (to) from other funds | $ (301,215) | $ (858,066) |
| Surplus revenue (free cash) | 1,203,780 | 1,203,780 |
| | $ 902,565 | $ 345,714 |
| EXPENDITURES: | | |
| Education | $18,698,413 | $18,452,570 |
| Public safety | 6,745,792 | 7,039,980 |
| Health and human services | 716,791 | 707,500 |
| Public works | 5,729,667 | 5,534,193 |
| Recreation | 1,451,767 | 1,448,150 |
| Debt service | 3,014,151 | 2,970,793 |
| Pension costs (Note 3) | 1,755,116 | 1,747,384 |
| General government | 6,384,321 | 6,985,938 |
| State and county assessments | 731,473 | 721,292 |
| | $45,227,491 | $45,607,800 |
| DEFICIENCY OF REVENUES AND OTHER SOURCES OF FUNDS OVER EXPENDITURES | $ - | $ (909,383) |

*Actual amounts also include amounts expended from June 30, 1990 continued appropriations.

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

COMBINING STATEMENT OF CHANGES IN FUND BALANCES -

SPECIAL REVENUE FUNDS, CAPITAL PROJECTS FUNDS, EXPENDABLE AND NONEXPENDABLE TRUST FUNDS

FOR THE YEAR ENDED JUNE 30, 1991

| | Balance, June 30, 1990 | Revenues and Receipts | Interest and Dividends | Disbursements | Interfund Transfers (To) From | Balance, June 30, 1991 |
|---|---|---|---|---|---|---|
| SPECIAL REVENUE FUNDS: | | | | | | |
| School lunch | $ 23,269 | $ 515,272 | $ - | $ 524,217 | $ - | $ 14,324 |
| School programs | 89,969 | 217,095 | - | 259,248 | 2,525 | 50,341 |
| Other school aid | 639,139 | 4,050,181 | - | 3,908,548 | (41,076) | 739,696 |
| Chapter 90 highway improvements | - | 158,058 | - | - | (158,058) | - |
| Recreation | 36,293 | 127,956 | 2,549 | 129,918 | - | 36,880 |
| Sale of graves | 172,613 | 30,700 | - | - | - | 203,313 |
| Insurance reimbursements | 6,642 | 1,068,514 | - | 51,310 | (1,023,846) | - |
| Other | 164,119 | 672,323 | - | 837,507 | 80,668 | 79,603 |
| | $1,132,044 | $6,840,099 | $ 2,549 | $5,710,748 | $(1,139,787) | $1,124,157 |
| CAPITAL PROJECTS FUNDS: | | | | | | |
| Center Street School construction | $ 140,112 | $ - | $ - | $ 703,069 | $ 1,120,252 | $ 557,295 |
| Fire station expansion | 18,873 | - | - | 16,278 | - | 2,595 |
| Water treatment plant | 339,242 | 181,943 | - | 241,957 | 272,500 | 551,728 |
| Sludge lagoon | - | 381,963 | - | 991,161 | 609,198 | - |
| Police station | - | - | - | 188,620 | 188,620 | - |
| | $ 498,227 | $ 563,906 | $ - | $2,141,085 | $ 2,190,570 | $1,111,618 |
| EXPENDABLE TRUST FUNDS: | | | | | | |
| Stabilization | $ 332,179 | $ - | $ 8,865 | $ - | $ (272,500) | $ 68,544 |
| Supplemental retirement | 139,320 | - | 11,223 | - | - | 150,543 |
| Health insurance | 39,009 | 1,522,948 | 9,558 | 1,672,291 | 100,776 | - |
| Arts and lottery fund | 3,542 | 10,543 | 452 | 8,797 | - | 5,740 |
| Citizens scholarship | 15,703 | 10,005 | 1,323 | 7,554 | - | 19,477 |
| | $ 529,753 | $1,543,496 | $31,421 | $1,688,642 | $ (171,724) | $ 244,304 |
| NONEXPENDABLE TRUST FUNDS: | | | | | | |
| Cemetery | $ 296,487 | $ 12,180 | $20,790 | $ - | $ (20,790) | $ 308,667 |
| Library | 3,964 | - | 271 | - | (203) | 4,032 |
| Conservation | 2,389 | - | 170 | - | - | 2,559 |
| | $ 302,840 | $ 12,180 | $21,231 | $ - | $ (20,993) | $ 315,258 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

STATEMENT OF REVENUES, EXPENSES, TRANSFERS AND

CHANGES IN FUND/EQUITY BALANCES - ENTERPRISE FUND

FOR THE FOUR MONTHS ENDED JUNE 30, 1991

AND NONEXPENDABLE TRUST FUNDS

FOR THE YEAR ENDED JUNE 30, 1991

| | PROPRIETARY FUND TYPE | FIDUCIARY FUND TYPES |
|---|---|---|
| | Enterprise Fund | Nonexpendable Trust Funds |
| OPERATING REVENUES: | | |
| Skating revenues | $ 79,039 | $ - |
| Other revenues | 13,466 | 12,180 |
| Total operating revenues | $ 92,505 | $ 12,180 |
| OPERATING EXPENSES: | | |
| Depreciation | $ 34,935 | $ - |
| Salaries | 33,476 | - |
| Utilities | 31,028 | - |
| Other expenses | 39,543 | - |
| Total operating expenses | $138,982 | $ - |
| OPERATING INCOME (LOSS) | $(46,477) | $ 12,180 |
| NONOPERATING INCOME (EXPENSE): | | |
| Interest and investment income | $ - | $ 21,231 |
| Interest expense | (26,000) | - |
| Total nonoperating income (expense) | $(26,000) | $ 21,231 |
| INCOME (LOSS) BEFORE TRANSFERS | $(72,477) | $ 33,411 |
| TRANSFERS TO OTHER FUNDS | $ - | $(20,993) |
| NET INCOME (LOSS) | $(72,477) | $ 12,418 |
| FUND/EQUITY BALANCES, beginning of period | - | 302,840 |
| FUND/EQUITY BALANCES, end of period | $(72,477) | $315,258 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

STATEMENT OF CASH FLOWS - ENTERPRISE FUND

FOR THE FOUR MONTHS ENDED JUNE 30, 1991

AND NONEXPENDABLE TRUST FUNDS

FOR THE YEAR ENDED JUNE 30, 1991

| | PROPRIETARY FUND TYPE | FIDUCIARY FUND TYPES |
|---|---|---|
| | Enterprise Fund | Nonexpendable Trust Funds |
| CASH FLOWS FROM OPERATING ACTIVITIES: | | |
| Operating income (loss) | $ (46,477) | $ 12,180 |
| Adjustments to reconcile operating income (loss) to net cash used in operating activities- | | |
| Depreciation | 34,935 | - |
| Transfers to other funds | - | (20,993) |
| Decrease in accounts receivable from management company | 35,090 | - |
| Increase in due from other funds | (152,580) | - |
| Increase in accounts payable to management company | 2,452 | - |
| Net cash used in operating activities | $ (126,580) | $ (8,813) |
| CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES: | | |
| Proceeds of Bond Anticipation Notes | $ 1,550,000 | $ - |
| Interest paid on Bond Anticipation Notes | (26,000) | - |
| Purchase of ice rink | (1,250,000) | - |
| Capital additions to ice rink | (147,420) | - |
| Net cash provided by capital and related financing activities | $ 126,580 | $ - |
| CASH FLOWS FROM INVESTING ACTIVITIES: | | |
| Interest income on investments | $ - | $ 21,231 |
| Net cash provided by investing activities | $ - | $ 21,231 |
| NET INCREASE IN CASH AND CASH EQUIVALENTS | $ - | $ 12,418 |
| CASH AND CASH EQUIVALENTS, beginning of period | - | 302,840 |
| CASH AND CASH EQUIVALENTS, end of period | $ - | $315,258 |

The accompanying notes are an integral part of these financial statements.

## (1) Summary of Significant Accounting Policies

Accounting policies and financial reporting practices for municipalities in Massachusetts are prescribed by the Uniform Municipal Accounting System (UMAS) promulgated by the Commonwealth of Massachusetts Department of Revenue. The significant accounting policies followed by the Town of Burlington, Massachusetts (the Town) are as follows:

### (a) Basis of Presentation

The accompanying financial statements include the financial transactions of the Town, except for those transactions involving the Burlington Housing Authority, the Middlesex County Retirement System and the Simonds Park Trust, which are activities independent of the Town.

### (b) Fund Accounting

Financial transactions of the Town are recorded in the following funds or account group:

(1) The General Fund reflects the financial transactions related to general governmental activities that are not otherwise accounted for in another fund. The water and sewer department activities are recorded as part of the General Fund because the Town's policy is to fund the operations of the water and sewer department through a combination of user charges and property tax levies. Water and sewer rates are approved by the Board of Selectmen.

Included within the General Fund is the unreserved fund balance (surplus revenue), which is the amount by which unrestricted cash, accounts receivable and other assets exceed liabilities and reserves.

(2) Special Revenue Funds account for the proceeds of specific revenue sources (other than special assessments, expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes. These sources include gifts and grants from outside sources, which must be expended in accordance

(1) Summary of Significant Accounting Policies (Continued)

(b) Fund Accounting (Continued)

with the provisions of the grants and funds related to specific activities of the Town and which are available to fund future operations as prescribed by the Town.

(3) The Capital Projects Funds account for the financial resources used in the acquisition of or improvements to capital facilities. Capital facility expenditures are distinguished as capital project expenditures if at least two of the following conditions are met:

- Financing is provided in whole or in part by the issuance of bonds.
- Expenditures are made during more than one fiscal year.
- Expenditures are "project-oriented" and, thus, are not a part of the ongoing operations of the Town.

Other capital facility expenditures are reflected as expenditures in the General Fund.

(4) The Enterprise Fund reflects the revenues and expenditures pertaining to the operations and maintenance of the Town's public ice skating rink.

(5) The Trust and Agency Funds account for money and securities received and held by the Town as trustee or custodian for individuals, private organizations and other governmental agencies. Trust and Agency Funds also include, under the custody of the Town Treasurer, monies appropriated by the Town to fund supplemental contributions to the Middlesex County Retirement System.

(1) Summary of Significant Accounting Policies (Continued)

(b) Fund Accounting (Continued)

Trust and Agency Funds are classified as expendable or nonexpendable, depending on whether the principal portion of the fund balance may be expended for the specified purpose or whether only investment income may be used.

(6) The General Long-term Obligations Account Group reflects the liabilities for accumulated sick leave benefits (see Note 1 (d)) and long-term debt (see Note 4). The balance payable is offset by resources to be provided through taxation in future years and state reimbursements for the retirement of the unmatured bonds.

Under the terms of Chapter 645 of the Acts of 1948, as amended, the Town is reimbursed by the Commonwealth over the period of the debt service for a portion of its debt which was incurred to finance school construction. These reimbursements are included in General Fund revenue when received from the Commonwealth.

(c) Accounting for Revenues

Real estate and personal property taxes and other governmental receipts such as excise taxes, departmental fees and federal and state grants are recognized on a modified accrual basis, whereby receipts during the July 1 to August 31 period allocable to the preceding fiscal year are reflected as revenue for that year. Revenues from federal and state grants and interest on investments are recorded on the accrual basis.

Revenues from the Enterprise Fund activities are recorded on the accrual basis.

(1) Summary of Significant Accounting Policies (Continued)

(d) Accounting for Expenditures

General Fund expenditures are recorded on the modified accrual basis. Disbursements for material and supply inventories are considered expenditures rather than assets at the time of purchase. Except for prepaid retirement plan contributions, prepayments are recorded as expenditures when paid. Interest cost is recognized when due and is not accrued over time. The repayment of governmental fund debt is recorded as an expenditure of the General Fund when paid.

Expenditures from Enterprise Fund activities are recorded on the accrual basis.

Employees earn vacation and, in certain cases, sick leave pursuant to collective bargaining agreements as they provide services to the Town. Accrued vacation benefits can exceed 12 months of an individual's entitlement and are fully vested and payable upon retirement or termination. Accumulated sick pay benefits are vested in that they are payable upon retirement, but are forfeited if the employee terminates employment prior to normal retirement age. The obligation for earned vacation not yet taken is accounted for as a liability in the General Fund. Vested sick pay benefits at June 30, 1991 (calculated assuming no forfeitures for early retirements or terminations) are presented as a liability in the General Long-term Obligations Account Group.

(e) Temporary Investments

Temporary investments consist of certificates of deposit and money market accounts and are stated at cost which approximates market value.

(f) Accounting for Fixed Assets

With the exception of the Enterprise Fund, the Town does not record general fixed assets in an asset account in the Town's general ledger at the time of acquisition.

(1) Summary of Significant Accounting Policies (Continued)

(f) Accounting for Fixed Assets (Continued)

Fixed asset acquisitions are recorded as expenditures at the time purchases are made. Fixed asset purchases for the Town's ice rink are capitalized and accounted for in the Enterprise Fund.

On March 1, 1991, the Town purchased an ice skating rink, which was recorded at cost ($1,250,000) and is being depreciated on a straight-line basis over an estimated 20-year useful life. The Town borrowed $1,550,000 in Bond Anticipation Notes to purchase the rink and make necessary capital improvements. The Town will repay these notes with the proceeds of a $1,550,000 General Obligation Bond (see Note 4) which is expected to be issued during fiscal 1992.

(g) Budgetary - GAAP Reporting Reconciliation

Accounting principles applied for purposes of developing data on a budgetary basis differ from those used to present financial statements in conformity with generally accepted accounting principles (GAAP). A reconciliation of budgetary-basis to GAAP-basis follows:

| | |
|---|---|
| Deficiency of revenues and transfers over expenditures - budgetary basis | $ (909,383) |
| Effect of use of modified accrual method for recognizing revenue | (287,868) |
| Timing differences in recognizing expenditures | (364,722) |
| Surplus revenue (free cash) | (1,203,780) |
| Deficiency of revenues and transfers over expenditures - GAAP basis | $(2,765,753) |

(1) Summary of Significant Accounting Policies (Continued)

(g) Budgetary - GAAP Reporting Reconciliation (Continued)

Massachusetts law does not require preparation of a budget for capital projects or for grants accounted for in the Special Revenue Funds. Since capital projects and grants are not budgeted, budgetary comparisons with actual results of operations are not presented in the accompanying financial statements.

(h) Presentation of Combined Totals

Total columns on combined statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations in conformity with generally accepted accounting principles. Nor are such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

(i) Statement of Cash Flows

For the purpose of the accompanying statement of cash flows, the Enterprise Fund and Nonexpendable Trust Funds consider all highly liquid investments (including restricted assets) with a maturity of three months or less to be cash equivalents.

(2) Deposits with Financial Institutions and Investments

The Town's assets include cash and investments that are available for use by all funds. In addition, operating cash and investments are separately held by various funds of the Town. Each fund type's portion of cash and investments is presented on the combined balance sheet under "Governmental Fund Types" as cash and investments.

(2) Deposits with Financial Institutions and Investments (Continued)

Deposits

At year-end, the carrying amount of the Town's deposits of $413,373 differed from bank balances totaling $706,225 because of outstanding checks and other normal reconciling items. Of the total bank balances, $242,003 was not covered by federal depository insurance.

Investments

State statutes authorize the Town to invest public funds in term deposits or certificates of deposit, in trust companies, national banks, savings banks or banking companies, or in obligations issued or unconditionally guaranteed by the United States Government or an agency thereof and having a maturity of less than one year. The statutes also authorize the Town to invest in repurchase agreements and in participation units in a combined investment fund.

Funds that are the result of a grant, gift or trust must be invested in accordance with the terms of such grant, gift or trust. Trust funds can be placed in interest-bearing accounts at national banks or at savings, trust or FDIC banking companies that are incorporated under the laws of the Commonwealth. Funds can also be invested in participation units in a combined investment fund, or in bonds, notes or securities which are legal investments for savings banks.

The Town's investments are categorized below to give an indication of the level of risk assumed by the entity at year-end. Category 1 includes investments that are insured or registered or for which the securities held by the Town or its agent are in the Town's name. Category 2 includes uninsured and unregistered investments for which the securities are held by the broker's or

(2) Deposits with Financial Institutions and Investments (Continued)

Investments (Continued)

dealer's trust department or agent in the Town's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the broker or dealer, or by its trust department or agent, but not in the Town's name.

| | Carrying Amount | | | | Market |
|---|---|---|---|---|---|
| | 1 | 2 | 3 | Total | Value |
| Certificates of deposit | $ 100,000 | $ - | $ - | $ 100,000 | $ 100,000 |
| Money market investments | 2,130,024 | 4,154,231 | - | 6,284,255 | 6,284,255 |
| | $2,230,024 | $4,154,231 | $ - | $6,384,255 | $6,384,255 |
| Investments held in state treasurer's investment pool | | | | 506,016 | 506,016 |
| Total investments | | | | $6,890,271 | $6,890,271 |

(3) Retirement Plans

Teachers, certain administrative personnel and other professional employees of the Town's school department individually participate in a contributory retirement plan administered by the Massachusetts Teachers' Retirement Board. The Town does not contribute to this plan.

(3) Retirement Plans (Continued)

Substantially all other Town employees participate in the Middlesex County Retirement System (the System). The Town's payroll for employees covered by the System for the year ended June 30, 1991 was approximately $10,540,000, which was 41.5% of the total Town payroll. Contributions to provide benefits under the System are made by the Town under the "pay-as-you-go" method by annually contributing the amount determined by the State Division of Public Employee Retirement Administration (PERA). The contribution is calculated as the amount necessary to provide for the following year's retirement benefits. The active Town employees contribute 5%, 7% or 8% (depending upon date of employment) of their regular compensation, as defined. The Town also contributes the amount necessary for the System's administrative expenses. The Town's actual contributions were approximately $1,755,000 for 1991 and $1,692,000 for 1990 which represented 16.7% of annual covered payroll in both 1991 and 1990.

Massachusetts Contributory Retirement System benefits are uniform from system to system. The system provides for retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. Benefit payments are based upon a member's age, length of creditable service, level of compensation and group classification.

Members become vested after 10 years of creditable service. A superannuation retirement allowance may be received upon the completion of 20 years of service or upon reaching the age of 55 with 10 years of service. Normal retirement for most employees occurs at age 65 (for certain hazardous duty and public safety positions, normal retirement is at age 55).

A retirement allowance consists of two parts: an annuity and a pension. A member's accumulated total deductions and a portion of the interest generated constitute the annuity. The differential between the total retirement benefit and the annuity is the pension. The average retirement benefit is currently approximately 80% to 85% pension and 15% to 20% annuity.

(3) Retirement Plans (Continued)

The "pension benefit obligation" is a standardized disclosure measure of the present value of pension benefits, adjusted for the effects of projected salary increases and step-rate benefits, estimated to be payable in the future as a result of employee service to date. The measure is intended to help users assess the funding status of the System on a going-concern basis, assess progress made in accumulating sufficient assets to pay benefits when due and make comparisons among public employee retirement systems and employers. The measure is the actuarial present value of credited projected benefits and is independent of the funding method used to determine contributions to the System. The System does not make separate measurements of assets and pension benefit obligation for individual employers.

The pension benefit obligation was computed for the Middlesex County Retirement System as a whole, as part of the most recent actuarial valuation performed as of January 1, 1991. Significant actuarial assumptions used in the valuation include (a) a rate of return on the investment of present and future assets of 8-1/2% a year compounded annually, (b) projected salary increases of 4-1/2% a year compounded annually, attributable to inflation, (c) additional projected salary increases of 1-1/4% a year, attributable to seniority/merit, and (d) no postretirement benefit increases. The assumed salary increases due to seniority/merit of 1-1/4% used in the January 1, 1991 actuarial valuation differed from the 1.5% used in the January 1, 1988 actuarial valuation. The actuary has not determined the effect of the reduced rate on the benefit obligation.

(3) Retirement Plans (Continued)

The total unfunded pension benefit obligation for the System, as a whole, was $243,674,709 at January 1, 1991, as follows:

| | |
|---|---|
| Pension benefit obligation- | |
| Retirees and beneficiaries receiving benefits and terminated employees not yet receiving benefits | $189,757,133 |
| Current employees- | |
| Accumulated employee contributions including allocated investment earnings | 110,516,808 |
| Employer-financed vested | 65,201,627 |
| Employer-financed nonvested | 68,047,681 |
| Total pension benefit obligation | $433,523,249 |
| Net assets available for benefits, at market value | 189,848,540 |
| Unfunded pension benefit obligation | $243,674,709 |

The contribution made by the Town in 1991 represented 7.5% of total contributions made by all participating entities.

(3) Retirement Plans (Continued)

Historical trend information showing the System's progress in accumulating sufficient assets to pay benefits when due is as follows:

| | Sources of Funds | | | | Uses of Funds | | | |
|---|---|---|---|---|---|---|---|---|
| Calendar Year | Employee Contributions | Employer Contributions | Investment Earnings* | Total | Benefits | Administrative Expenses | Refunds | Total |
| 1981 | $ 5,130,042 | $ 9,569,022 | $ 6,089,128 | $20,788,192 | $11,966,711 | $363,033 | $1,571,278 | $13,901,022 |
| 1982 | 5,338,531 | 10,432,346 | 6,907,834 | 22,678,711 | 13,093,617 | 371,280 | 1,294,244 | 14,759,141 |
| 1983 | 5,876,529 | 11,894,905 | 7,547,320 | 25,318,754 | 14,641,633 | 454,942 | 1,359,359 | 16,455,934 |
| 1984 | 6,453,041 | 14,022,988 | 8,473,342 | 28,949,371 | 14,917,543 | 424,713 | 1,340,061 | 16,682,317 |
| 1985 | 7,286,165 | 12,940,894 | 11,379,673 | 31,606,732 | 16,453,244 | 414,250 | 1,982,830 | 18,850,324 |
| 1986 | 8,107,198 | 15,050,713 | 12,818,284 | 35,976,195 | 18,482,084 | 448,653 | 2,207,833 | 21,138,570 |
| 1987 | 8,977,520 | 18,668,926 | 6,464,493 | 34,110,939 | 19,177,666 | 560,822 | 2,076,615 | 21,815,103 |
| 1988 | 10,400,416 | 19,564,609 | 15,134,989 | 45,100,014 | 21,277,930 | 551,539 | 2,369,740 | 24,199,209 |
| 1989 | 11,557,826 | 18,607,041 | 20,934,981 | 51,099,848 | 23,039,032 | 541,320 | 2,286,191 | 25,866,543 |
| 1990 | 12,348,592 | 23,527,323 | 2,751,481 | 38,627,396 | 22,723,284 | 597,046 | 3,296,327 | 26,616,657 |

*Investment earnings includes net unrealized depreciation on investments of $7,481,961 in 1990 and net unrealized appreciation on investments of $5,344,297 in 1989.

(3) Retirement Plans (Continued)

| Date of Actuarial Valuation and Data Provided | (1) Net Assets Available for Plan Benefits | (2) Pension Benefit Obligation | (3) Percentage Funded (1)-(2) | (4) Unfunded Pension Benefit Obligation (2)-(1) | (5) Annual Covered Payroll | (6) Unfunded Pension Benefit Obligation as a Percentage of Covered Payroll (4)-(5) |
|---|---|---|---|---|---|---|
| January 1, 1988 | $131,621,000 | $339,919,000 | 38.7% | $208,298,000 | $128,109,000 | 162.6% |
| January 1, 1991 | 189,848,540 | 433,523,249 | 43.8 | 243,674,709 | 169,144,813 | 144.1 |

In addition, the Town has provided supplemental funding under Chapter 559 of the Acts of 1977 and Chapter 661 of the Acts of 1983 to reduce the Town's actuarial past service cost. As of June 30, 1991, the Town had available supplemental funding amounting to $150,543.

Effective July 1, 1989, the System adopted several of the provisions of Chapter 697 under Massachusetts General Laws. One of the provisions adopted was the removal of a $30,000 annual pay cap on regular compensation for employees hired after January 1, 1979. Chapter 697 requires the Town to contribute, in addition to its regular appropriation, an amount equal to the increased normal costs plus an amount to amortize the increased liability over 15 years. Employees benefiting from this provision will also have to contribute an additional 2% of their annual salary in excess of $30,000. The Town's annual funding for fiscal 1991 increased 3.7% over fiscal 1990. It is anticipated that the Town's annual funding in fiscal 1992 will increase approximately 4.5% over fiscal 1991. The remaining provisions adopted by the System in fiscal 1991 will be paid on a "pay-as-you-go" basis, of which the incremental effect on annual funding can not yet be determined.

Other Postemployment Benefits

In addition to providing pension benefits, the Town provides certain health care and life insurance benefits for retired employees and their spouses. Substantially all Town employees may become eligible for these benefits if they reach normal retirement age while working for the Town. The costs of providing these benefits are shared equally by the Town and the members receiving the benefits. The Town recognizes its share of these costs by expensing the annual insurance premiums as they are paid. For the year ended June 30, 1991, the Town's share of these costs was $457,068. At June 30, 1991, 513 retired employees were receiving these benefits.

(4) Long-term Debt

The following is a summary of long-term debt transactions for the year ended June 30, 1991:

| | |
|---|---|
| Long-term debt as of July 1, 1990 | $13,340,000 |
| Long-term debt retired | (2,090,000) |
| Long-term debt as of June 30, 1991 | $11,250,000 |

As of June 30, 1991, the Town had the following outstanding long-term debt:

| | Date of Issue | Fiscal Year of Maturity | Original Principal Amount | Interest Rate | Amount Outstanding at June 30, 1991 |
|---|---|---|---|---|---|
| INSIDE DEBT LIMIT- | | | | | |
| Land acquisition bonds #1 | 01/15/90 | 2010 | $ 8,200,000 | 6.80% | $ 7,790,000 |
| Land acquisition bonds #2 | 04/15/90 | 2005 | 1,700,000 | 7.17 | 1,585,000 |
| Total inside debt limit | | | $ 9,900,000 | | $ 9,375,000 |
| OUTSIDE DEBT LIMIT- | | | | | |
| School debt- | | | | | |
| Senior high school | 11/01/72 | 1992 | $ 8,075,000 | 5.00% | $ 425,000 |
| Wastewater debt- | | | | | |
| Sewerage #1 | 07/15/66 | 1996 | $ 1,740,000 | 4.10% | $ 300,000 |
| Sewerage #2 | 03/15/67 | 1996 | 3,235,000 | 3.80 | 550,000 |
| Sewerage #3 | 02/01/68 | 1997 | 3,000,000 | 4.20 | 600,000 |
| Total wastewater debt | | | $ 7,975,000 | | $ 1,450,000 |
| Total outside debt limit | | | $16,050,000 | | $ 1,875,000 |
| Total debt | | | $25,950,000 | | $11,250,000 |

(4) Long-term Debt (Continued)

Debt service for future years, including $389,083 to be funded by the Commonwealth under Chapter 645 of the Acts of 1948, as amended, consists of the following:

| For the Year Ending June 30, | Current Year Debt Service | Cumulative Liability | | |
|---|---|---|---|---|
| | | Total | Principal | Interest |
| 1992 | $1,930,801 | $15,654,994 | $10,030,000 | $5,624,994 |
| 1993 | 1,448,500 | 14,206,494 | 9,235,000 | 4,971,494 |
| 1994 | 1,401,826 | 12,804,668 | 8,440,000 | 4,364,668 |
| 1995 | 1,355,150 | 11,449,518 | 7,645,000 | 3,804,518 |
| 1996 | 1,308,066 | 10,141,452 | 6,850,000 | 3,291,452 |
| 1997 | 1,092,210 | 9,049,242 | 6,225,000 | 2,824,242 |
| 1998 | 951,766 | 8,097,476 | 5,700,000 | 2,397,476 |
| 1999 | 915,720 | 7,181,756 | 5,175,000 | 2,006,756 |
| 2000 | 879,560 | 6,302,196 | 4,650,000 | 1,652,196 |
| 2001 | 838,400 | 5,463,796 | 4,130,000 | 1,333,796 |
| 2002 | 802,600 | 4,661,196 | 3,610,000 | 1,051,196 |
| 2003 | 766,800 | 3,894,396 | 3,090,000 | 804,396 |
| 2004 | 731,000 | 3,163,396 | 2,570,000 | 593,396 |
| 2005 | 695,200 | 2,468,196 | 2,050,000 | 418,196 |
| 2006 | 549,400 | 1,918,796 | 1,640,000 | 278,796 |
| 2007 | 521,520 | 1,397,276 | 1,230,000 | 167,276 |
| 2008 | 494,640 | 902,636 | 820,000 | 82,636 |
| 2009 | 464,760 | 437,876 | 410,000 | 27,876 |
| 2010 | 437,876 | - | - | - |

The Town has been authorized to issue bonds of $7,600,000 to assist in funding the construction of a proposed water treatment plant. The Town has also been authorized to issue bonds of $1,550,000 to repay the Bond Anticipation Notes related to the purchase of the ice skating rink (see Note 1(f)) and $2,725,000 to construct a new police station. As of September 9, 1991, none of these authorized bondings have been issued.

(5) 1992 Budget

The Town has authorized a fiscal 1992 operating and capital budget totaling $45,033,833. There are additional expenditures of $1,332,502 for state reimbursable items, state and county assessments and fiscal 1992 overlay, which are not subject to Town Meeting authorization. The total expenditures will be financed from the following sources:

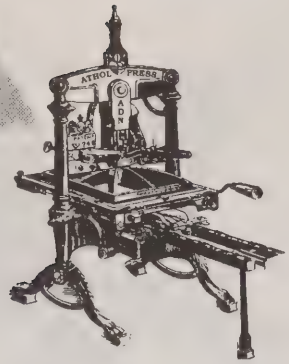
| | |
|---|---|
| 1992 tax levies, state grants, departmental receipts, etc. | $46,050,335 |
| Surplus revenue | 116,000 |
| Other | 200,000 |
| | $46,366,335 |

In addition, the Town has carried forward appropriations totaling $1,414,732 from 1991 and prior years for projects authorized by the Town Meeting but not yet completed. Amounts carried forward include General Fund appropriations of $303,114 and Capital Projects Funds appropriations of $1,111,618.

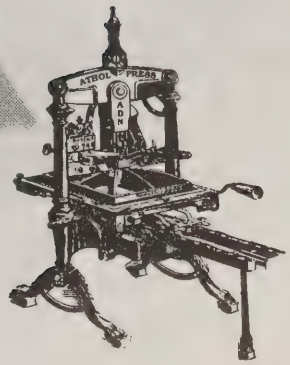
(6) Commitments and Contingencies

The Town has been named a defendant in a number of lawsuits at June 30, 1991. In the opinion of legal counsel, the ultimate resolution of these legal actions will not result in a material loss to the Town.

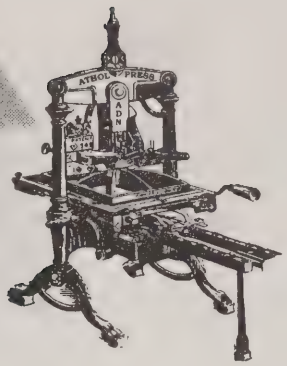
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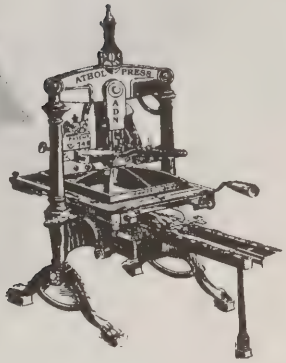
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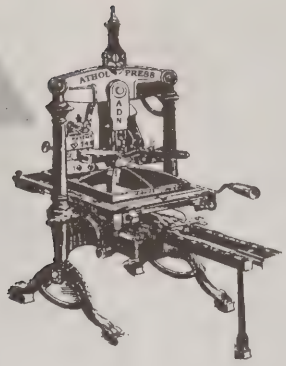
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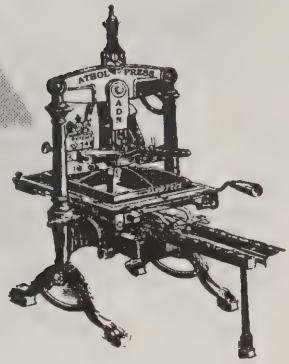
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Notes



Notes



# TOWN OF BURLINGTON
# TELEPHONE DIRECTORY

| DEPARTMENT | |
|---|---|
| TOWN OF BURLINGTON | |
| Information/Connecting | |
| All Departments | 270-1600 |
| Accounting | 270-1610 |
| Assessors | 270-1650 |
| Board of Health | |
| Public Health Nurse | 270-1957 |
| Sanitarian/Environmental Engineer | 270-1954 |
| Building Inspector | 270-1615 |
| Civil Defense | 270-1699 |
| Community Life Center | 270-1961 |
| Conservation Commission | 270-1655 |
| Council on Aging | 270-1950 |
| C.O.A. Lunch Order Line | 270-1952 |
| Dog Pound | 270-1698 |
| Fire | |
| Emergency/Ambulance | 911 |
| Business | 270-1925 |
| TTY for the Deaf | 270-1913 |
| Library | 270-1690 |
| Mini Bus Coordinator | 270-1965 |
| Planning Board | 270-1645 |
| Police | |
| Emergency | 911 |
| Business | 270-1914 |
| Public Works | 270-1670 |
| Cemetery | 270-1685 |
| Central Maintenance | 270-1678 |
| Engineering | 270-1640 |
| Garage | 270-1676 |
| Recreation | |
| Office | 270-1695 |
| Garage | 270-1697 |
| Selectmen | 270-1630 |
| School Department | 270-1800 |
| Burl. High School | 270-1800 |
| Fox Hill School | 270-1791 |
| Marshall Simonds | 270-1781 |
| Memorial School | 270-1721 |
| Pine Glen School | 270-1712 |
| Wildwood School | 270-1701 |
| Tax Collector | 270-1625 |
| Town Administrator | 270-1635 |
| Town Clerk | 270-1660 |
| Treasurer | 270-1620 |
| Veteran's Agent | 270-1959 |

HISTORICAL COLLECTION

ANNUAL REPORT
OF THE TOWN OFFICERS OF

# BURLINGTON
# MASSACHUSETTS



YEAR ENDING
DECEMBER 31

**1992**

Cover photo by A.C. Nelson

# ANNUAL REPORT
# OF THE TOWN OFFICERS OF

# BURLINGTON
# MASSACHUSETTS

YEAR ENDING
DECEMBER 31

# 1992

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# IN MEMORIAM

**Carl G. Giannelli**
Board of Appeals

**Ralph H. Halvorsen**
Building Department

**Edward A. Malone, Jr.**
Burlington Housing Authority

**Francis R. Moran**
Building Inspector

**Philip A. Pollicelli**
Deputy Fire Chief

**Edward R. Rogers**
Ways & Means Committee
School Building Needs & Sites Committee

**Robert F. Stryke**
Police Department

**Robert A. Vigneau**
Selectman
State Representative
Ways & Means Committee
Water & Sewer Commission

**Matteo Frangiamone**
DPW

**ANNUAL REPORTS**
**OF THE**
**TOWN OF BURLINGTON, MA**
**1992**

A part of Woburn in 1642, a Woburn Precinct as of 1730.

Burlington was incorporated as a Town, February 28, 1799.

Population as of January 1992: 22,859

Area of Town — 7,577 acres or 11.88 square miles

| | | |
|---|---|---|
| Tax rate FY92- | RESIDENTIAL: | $10.90 |
| | COMMERCIAL: | $26.10 |

Elevation at Town Hall — 220 feet above sea level

| | |
|---|---|
| GOVERNOR: | William F. Weld<br>State House<br>Boston, Ma 02133 |
| U.S. SENATORS: | Edward M. Kennedy<br>John F. Kennedy Federal Bldg., Suite 409<br>Boston, Ma 02203 |
| | John F. Kerry<br>Transportation Bldg., Suite 3220<br>10 Park Plaza<br>Boston, Ma 02116 |
| CONGRESSMAN:<br>7th DISTRICT | Edward J. Markey<br>5 High Street, Suite 101<br>Medford, MA 02155 |
| COUNCILOR:<br>6th DISTRICT | Daniel G. Hurley<br>State House, Room 184<br>Boston, Ma 02133 |
| STATE SENATOR:<br>4th MIDDLESEX | Robert A. Havern<br>State House, Room 506<br>Boston, Ma 02133 |
| REPRESENTATIVE<br>23 MIDDLESEX | Marianne Brenton<br>State House, Room 443<br>Boston, Ma 02133 |

## TOWN GOVERNMENT SCHEDULE

| | |
|---|---|
| Board of Selectmen | — Second and fourth Mondays of the month, Burlington High School, 7:00 p.m. |
| Planning Board | — First and third Thursdays of the month, Human Services Center, 7:00 p.m. |
| School Committee | — Second and fourth Tuesdays of the month, Burlington High School, 7:30 p.m. |
| Conservation Commission | — Second and fourth Thursdays of the month, Human Services Center, 7:30 p.m. |
| Board of Assessors | — Third Thursday of the month, Town Hall, 1:00 p.m. |
| Board of Health | — Second and fourth Tuesdays of the month, Human Services Center, 7:30 p.m. |
| Board of Appeals | — First and third Tuesdays of the month, Human Services Center, 8:00 p.m. |
| Library Trustees | — Second Wednesday of the month, Library, 7:30 p.m. |
| Burl. Community Life Center | — Second Thursday of the month, Human Services Center, 8:00 p.m. |
| Recreation Commission | — Second and fourth Mondays of the month, Recreation Department, 7:00 p.m. |
| Housing Authority | —First Tuesday of the month, Tower Hills Apts., 6:30 p.m. |
| Town Meeting | —Meets January, May (annual), and September, Fogelberg Auditorium, Burlington High School, 7:30 p.m. |

All other scheduled board/committee meetings are posted at Town Hall.

## TOWN HALL SCHEDULE

| | |
|---|---|
| Open Daily: | All offices, 8:30 a.m.-4:30 p.m., Monday thru Friday |
| Town Clerk: | 9:00 a.m. – 12:00 noon 1st and 3rd Saturdays (except holiday weekends and summer) |
| extended hours | 4:30 p.m. – 6:30 p.m. 2nd & 4th Thursdays of the month |

Nurse: Walk-in Clinic 2nd and 4th Thursdays from 3:30 p.m.-6:30 p.m. at Human Services Center

# ELECTED OFFICIALS

| | | | | |
|---|---|---|---|---|
| **Town Clerk:** | Jane L. Chew | 7 Winn Valley Dr. | 1996 | |
| **Moderator:** | Thomas F. Murphy | 3 Lexington St. | 1993 | |
| **Selectmen:** | Charles T. Ferguson | 12 Central Ave. | 1993 | |
| | Joseph A. Impemba | 14 Carol Ave. | 1994 | |
| | George L. Judge, Jr. | 6 Spring Valley Rd. | 1994 | |
| | Robert P. Marrano | 10 Hart St. | 1995 | |
| | Richard C. Wilde | 1A Marion Rd. | 1995 | |
| **Treasurer:** | Brian P. Curtin | 3 Lee Ave. | 1995 | |
| **Planning Board:** | Peter Coppola | 2 Garrity Rd. | 1993 | |
| | John D. Kelly | 14 Oxbow Ln. | 1994 | |
| | Ernest Covino | 1 Marvel Ave. | 1995 | |
| | Paul Raymond | 1 Dorothy Rd. | 1995 | |
| | Alfred D. Laing | 1 Irene St. | 1996 | |
| | Mark A. Pare | 12 Eastern Ave. | 1997 | |
| | John DeFrancesco | 50 Westwood St. | 1997 | |
| **School Committee:** | John L. Vanella | 8 Pearson Circle | 1993 | |
| | John D. Mooney | 4 Richard Rd. | 1993 | |
| | John E. Fogelberg | 214 Winn St. | 1994 | |
| | Lucy M. Damiani | 7 Hearthstone Dr. | 1995 | |
| | Christine M. Monaco | 18 Corcoran Rd. | 1995 | |
| **Assessors:** | Neil G Sheehan | 64 Macon Rd. | 1993 | |
| | Timothy Cosgrove | 56 Beaverbrook Rd. | 1994 | |
| | John W. Dillon | 6 Goodwin Dr. | 1995 | |
| **Board of Health:** | Glenn A. Kemper | 7 St. Marks Rd. | 1993 | |
| | Joan M. Ghio | 10 Dearborn Rd. | 1994 | Resigned 1/93 |
| | Jane M. Richard | 407 Cambridge St. | 1994 | Resigned 3/92 |
| | Robert C. Hogan | 35 Pontos Ave. | 1994 | Appt. until 1993 |
| | Philip Pollicelli | 3 Gayland St. | 1995 | Deceased 12/92 |
| | Edward J. Weiner | 43 Freeport Dr. | 1995 | |
| **Housing Auth.:** | Samuel J. Roberto | 4 Dennis Dr. | 1993 | |
| | Joseph J. Arena | 10 Moss St. | 1994 | |
| | Sheila E. Howard | 5 Hallmark Grdns.#6 | 1994 | Gov. Appt. |
| | M. Harrison Graham | 19 Bedford St. | 1996 | |
| | Robert Matarazzo | 9 Overlook Rd. | 1997 | |
| **Recreation Comm.:** | Ed Schuler | 20 Tinkham Ave. | 1993 | |
| | Peter Coppola | 2 Garrity Rd. | 1993 | Planning Bd.Appt. |
| | John Vanella | 8 Pearson Circle | 1993 | School Comm. Appt. |
| | Phillip A. Gallagher | 8 Corcoran Rd. | 1994 | |
| | Mark Sherwood | 74 Lexington St. | 1995 | |
| **Library Trustees:** | Julie Michutka | 75 Lexington St. | 1993 | |
| | Timothy Braceland | 9 Partridge Ln. | 1993 | |
| | Dr. Richard Lewis | 92 Drake Rd. | 1994 | |
| | Karen M. Arnold | 29 So. Bedford St. | 1994 | |
| | Amy Warfield | 56 Skilton Ln. | 1995 | |
| | Richard Radtke | 3 Jackson Rd. | 1995 | |
| **Shawsheen Tech:** | Alfred J. Verrier | 12 Mohawk Rd. | 1993 | |
| | John P. Miller | 1 Holden Ave. | 1994 | |
| **Constable (1st.):** | James A. Russo | 18 Leroy Dr. | 1995 | |
| **Constable (2nd.):** | Anthony J. Saia | 27 Alcine Lane | 1995 | |

## TOWN MEETING MEMBERS

| | | | | |
|---|---|---|---|---|
| A. | Gilbert Napoleon | 18 Freeport Dr. | 1993 | |
| A. | Carol A. Casey | 8 Redcoat Lane | 1993 | |
| A. | James C. Harrison | 37 Freeport Dr. | 1993 | |
| A. | C. Joseph Brown | 32 Chandler Rd. | 1994 | |
| A. | Francis E. Redfern | 184 Mill St. | 1994 | |
| A. | David J. Fionda | 46 Freeport Dr. | 1994 | |
| A. | Michelle S. Trousil | 2 Lucaya Cir. | 1995 | |
| A. | Charles J. White | 31 Chandler Rd. | 1995 | |
| A. | Suzanne Trousil | 2 Lucaya Circle | 1995 | |
| B. | Robert D. Peters | 30D Beacon Village | 1993 | Res. 8/92 |
| B. | Carol D. Crosby | 18 Sparhawk Dr. | 1993 | |
| B. | Frederick J. Crosdale Jr. | 6 Oak St. | 1993 | |
| B. | Lawrence R. Benassi | 1 Mooney Rd. | 1994 | |
| B. | Patricia M. Hussar | 27D Beacon Village | 1994 | |
| B. | William C. Beyer | 67 Peach Orchard Rd. | 1994 | |
| B. | Marion V. Keating | 115 Winn St. | 1994 | |
| B. | Linda J. Lewis | 144 Winn St. | 1994 | |
| B. | Thomas L. Callahan | 12 Sparhawk Dr. | 1994 | |
| B. | Margaret Merlesena | 2 Burton Rd. | 1995 | |
| B. | Eleanor N. O'Connell | 33 Peach Orchard Rd. | 1995 | |
| B. | John T. Keating | 115 Winn Dr. | 1995 | |
| C. | Carl M. Christiansen | 26 Wildmere Ave. | 1993 | |
| C. | Lucy A. Bramanti | 32 Newbridge Ave. | 1993 | |
| C. | Richard F. Gerrity | 9 Wildmere Ave. | 1993 | |
| C. | Guy J. DeFilippo | 6 Wildmere Ave. | 1994 | |
| C. | William V. McNamara | 61 Mountain Rd. | 1994 | |
| C. | Ann Louise McNamara | 79 Mountain Rd. | 1994 | |
| C. | Francis F. McLaughlin | 9A Mountain Rd. | 1995 | |
| C. | Miriam R. Kelly | 14 Ox Bow Lane | 1995 | |
| C. | Michael S. Runyan | 7A Mountain Rd. | 1995 | |
| D. | Elliot J. Chikofsky | 75 Lexington St. | 1993 | |
| D. | Louis P. Rubino | 4 Fred St. | 1993 | |
| D. | Stella M. Peters | 24 Eugene Rd. | 1993 | |
| D. | Mabel A. Nevins | 26 Sunset Dr. | 1994 | |
| D. | Mildred J. Nash | 39 Sunset Dr. | 1994 | |
| D. | Thomas F. Murphy, Jr. | 12 Sunset Dr. | 1994 | |
| D. | John T. Lyons | 22 Cormier Rd. | 1995 | |
| D. | Ruth Danielson | 11 Shady Lane Dr. | 1995 | Appt. till 1993 |
| D. | Anne Rowe | 94 Muller Rd. | 1995 | |
| E. | Brian McSweeney | 15 Briarwood Lane | 1993 | |
| E. | Elaine I. Zuccaro | 2 Theodore Circle | 1993 | |
| E. | Stephen G. Marchese | 4 Sears St. | 1993 | |
| E. | Albert L. Fay Jr. | 11 Raymond Rd. | 1994 | |
| E. | Anne P. Coady | 8 Woodside Lane | 1994 | |
| E. | Charles J. McLean | 2 Woodside Lane | 1994 | |
| E. | Kevin J. Sullivan | 14 Frothingham Rd. | 1994 | |
| E. | William G. Small | 49 Lexington St. | 1995 | |
| E. | Frances Heartquist | 10 Briarwood Lane | 1995 | |
| E. | Gene J. Rossi | 174 Winn St. | 1995 | |
| F. | Daniel J. Coughlin | 19 Greenwood Rd. | 1993 | |
| F. | Susan Stamm | 56 Washington Ave. | 1993 | |
| F. | James G. Dolan | 5 Algonquin Dr. | 1993 | |
| F. | Janet M. Towers | 28 Humboldt Ave. | 1994 | |
| F. | Gary L. Brown | 123 Bedford St. | 1994 | Resigned 4/92 |

| | | | | |
|---|---|---|---|---|
| F. | Edward A. Malone | 19 Mohawk Rd. | 1994 | Deceased 10/92 |
| F. | Richard E. Madden | 13 Hallmark Grdn. #9 | 1994 | |
| F. | Virginia Mooney | 28 Mohawk Dr. | 1994 | Appt. till 1993 |
| F. | James Shea | 2 Hallmark Grdn.-Bldg.13 | 1995 | |
| F. | Martha M. Shea | 2 Hallmark Grdn.-Bldg.13 | 1995 | |
| F. | Roderick Arsenault | 30 Greenwood Rd. | 1995 | |
| G. | Auralie P. Slowey | 13 Paulson Dr. | 1993 | |
| G. | Phyllis LaMarca | 20 Paulson Dr. | 1993 | |
| G. | Jane Gagnon | 9 Paul St. | 1993 | |
| G. | Virginia M. Igo | 1 Arthur Woods Ave. | 1994 | |
| G. | Douglas J. Hyde | 17 Meadowvale Rd. | 1994 | |
| G. | James J. Dion | 19 Crystal Circle | 1995 | |
| G. | James J. Dion, Jr. | 19 Crystal Circle | 1995 | |
| G. | Samuel Liang | 16 University Ave. | 1995 | |
| H. | Ellen Marie Ferguson | 76 Francis Wyman Rd. | 1993 | |
| H. | Karen Cooper | 69 Francis Wyman Rd. | 1993 | |
| H. | Steven J. Webb | 9 Gloria Circle | 1993 | |
| H. | Joan B. Hastings | 14 College Rd. | 1994 | |
| H. | Betty M. Bullock | 11 Crowley Rd. | 1995 | |
| H. | Roberta E. Mills | 19 Corcoran Rd. | 1995 | |
| H. | Michael A. Proulx | 76 Francis Wyman Rd. | 1995 | |
| J. | Kenneth R. Forte | 18 Wing Terrace | 1993 | |
| J. | Joanne L. Kinchla | 8 Arnold Terrace | 1993 | |
| J. | Kathleen Duke | 12 St. Mary Rd. | 1993 | |
| J. | Patricia J. Angelo | 2 Austin St. | 1994 | |
| J. | Hope M. Paulsen | 8 St. Mary Rd. | 1994 | |
| J. | Robert Paulsen | 8 St.Mary Rd. | 1995 | |
| J. | Richard P. Burkhart | 10 Joanne Rd. | 1995 | |
| J. | James F. Ronan | 65 Macon Rd. | 1995 | |
| K. | Charles Rose | 7 Wilhelmina Ave. | 1993 | |
| K. | Victoria D. Leary | 10 Dennis Dr. | 1993 | |
| K. | Kenneth J. Rush Jr. | 17 Ivy Lane | 1993 | |
| K. | Kevin B. McKelvey | 4 Allison Dr. | 1994 | |
| K. | Patricia A. Stanford | 306 Farms Drive | 1994 | |
| K. | Mark R. Schultz | 1 Edsel Dr. | 1994 | |
| K. | David J. Ghio | 5 Holly St. | 1995 | |
| K. | Patrick Rutherford | 362 Cambridge St. | 1995 | |
| K. | Donald J. Muse | 21 Davida Rd. | 1995 | |
| L. | William F. Callahan | 6 Carter Rd. | 1993 | |
| L. | Marlene F. Rittenberg | 14 Irene St. | 1993 | |
| L. | Harold Leeman | 5 Cook Rd. | 1993 | |
| L. | Brian J. McSweeney III | 1 Doris St. | 1994 | |
| L. | Marie Soda | 17 Marjorie Rd. | 1994 | |
| L. | Donald A. McGillivray | 2 Guild Rd. | 1995 | |
| L. | Karen Moyer | 7 Kingsdale St. | 1995 | |
| L. | Robert T. Goodwin | 22 Lisa St. | 1995 | |
| M. | Robert J. MacDonald | 238 Fox Hill Rd. | 1993 | |
| M. | John E. Hickey | 10 Sarah St. | 1993 | |
| M. | Kerri Anne Mooney | 4 Richard Rd. | 1993 | |
| M. | Channing L. Entwistle | 62 Beaverbrook Rd. | 1994 | |
| M. | Gary J. Gianino | 3 Upland Rd. | 1994 | |
| M. | Marie R. Saia | 27 Alcine Lane | 1994 | |
| M. | Barbara A. Brennan | 4 Rocky Hill Rd. | 1995 | |
| M. | Glenn Saidah | 22 Woodhill Rd. | 1995 | |
| M. | Robert Carroll | 226 Fox Hill Rd. | 1995 | |

# APPOINTED OFFICIALS

| | | |
|---|---|---|
| **Board of Appeals:** | | |
| Carl G. Giannelli | 1992 | Deceased 4/92 |
| Franklin E. Pierce | 1993 | |
| Charles Rose | 1993 | 2nd. Alt. |
| James Langley | 1993 | 1st.Alt. |
| Richard H. Howard | 1993 | |
| Mario Culot | 1994 | |
| Edwin P. Kiley | 1995 | |
| Jayne Hyde, Chr. | 1996 | |
| **Board of Registrars:** | | |
| Patricia A. Larson, Chr. | 1993 | |
| Robert J. Macdonald | 1994 | |
| Harold Hammond | 1995 | |
| Jane L. Chew | 1996 | |
| **Capital Budget:** | | |
| Gary L. Brown | 1993 | Resigned 4/1/92 |
| Patrick Rutherford | 1994 | |
| Charles McLean | 1994 | |
| Kevin McKelvey | 1994 | |
| Ken Rush | 1995 | |
| Marlene Rittenberg | 1995 | |
| **Ways & Means:** | | |
| Frank Baxter | 1993 | |
| Frances Heartquist | 1993 | |
| Gary Gianino, Chr. | 1993 | |
| Lawrence Rittenberg | 1993 | |
| Daniel J. Coughlin | 1993 | |
| Robert Marrano | 1994 | Resigned 4/92 |
| David J. Ghio | 1994 | |
| Joan Hastings | 1994 | |
| Roberta Mills | 1994 | |
| Sandra W. Madigan | 1994 | |
| Stephen G. Marchese | 1994 | |
| George R. Cooper | 1995 | |
| John T. Lyons | 1995 | |
| Michael J. Gilberti Jr. | 1995 | |
| Karen A. Moyer | 1995 | |
| **Conservation Comm.:** | | |
| Catherine LeBlanc, Chr. | 1993 | |
| Valorie Tobias | 1993 | |
| Larry Cohen | 1994 | |
| Cynthia L. Burkhart | 1994 | |
| Constance McElwain | 1995 | |
| Stanley Murphy | 1995 | |
| John A. Crosby | 1995 | |
| **Council on Aging:** | | |
| Mary McBay | 1993 | Alt. |
| William McNamara | 1993 | |
| Winifred E. Enos | 1993 | |
| Sue Mike | 1993 | Alt. |
| Gwendolyn Burgess | 1993 | Alt. |
| John E. Fogelberg | 1994 | |
| Eleanor Bonfanti | 1994 | |
| Eleanor Browne | 1994 | |
| Mary Smith | 1995 | |
| Paula Torti, Chr. | 1995 | |
| **Historical Comm.** | | |
| Pauline R. Keans, Chr. | 1993 | |
| Robert Davis | 1993 | Alt.. |
| Carol Soares O'Hearn | 1993 | |
| Christine Monaco | 1994 | Res. 1992 |
| Norman B. Biggart | 1995 | |
| John Hickey | 1995 | |
| Annee L'Heureux | 1995 | |
| **BCLC:** | | |
| Fr. John R. Crispo | 1993 | |
| Thelma Iozzo | 1993 | |
| M. Viola LeBlanc | 1993 | |
| Ellen Cox | 1993 | Res. 7/92 |
| Joanne Fitzpatrick | 1993 | Res. 1/92 |
| Russell Peterson | 1993 | |
| Roberta Mills | 1993 | |
| Betty Murphy | 1994 | |
| Terry Bishop | 1994 | |
| Michael Howard | 1994 | |
| Mary Cochran | 1994 | |
| Ronald J. MacKenzie | 1994 | |

## APPOINTED OFFICIALS

| | |
|---|---|
| **Town Administrator** | David W. Owen |
| **Town Accountant** | Patrick J. Mullin |
| **Appraiser/Asst. Assessor** | Russell H. Washburn |
| **Fire Chief** | Paul L. Thibault, Jr. |
| **Police Chief** | William R. Soda |
| **Supt. Public Works** | Syamal N. Chaudhuri |
| **Building Inspector** | Frank R. Moran (Deceased 10/92) John Clancy, Acting |
| **Town Engineer** | Pete G. Peters |
| **Admin. Assist./ Town Administrator** | Phyllis M. Rogers |
| **Environmental Engineer** | Todd Dresser |
| **Planning Director** | Terry Szold |
| **Conservation Administrator** | Brian J. Monahan |
| **Library Director** | Marcia Rich |
| **Director of Veterans Services** | William J. Lewis |
| **Assistant Town Clerk** | Eleanor M. Gelinas |
| **Civil Defense Director** | Stephen Duke |
| **Burlington Comm. Life Ctr. Dir.** | Wesley Simons |
| **Recreation Director** | Donald Roberts |
| **Health Agent/Sanitarian** | Brian Lockard |
| **Council on Aging Coordinator** | Jeanne Garrett |
| **Sealer of Weights & Measures** | Alfred D. Laing |
| **Animal Control Officer** | Denise Bubar |
| **Metro. Area Planning Council Rep.** | Frank E. Baxter |
| **Town Counsel** | Kopelman and Paige, P.C. |
| **Labor Counsel** | Philip Collins |
| **BHA Executive Director** | Lillian Buckley |

# TOWN CLERK

1992 was an unusually challenging year with four elections and implementing a new voting system. In May, 1992 Town Meeting appropriated funds to upgrade our voting system to the Optech Vote Tabulators. Burlington was the first Massachusetts municipality to convert from Automatic Voting Machines to Optech thereby giving us the advantage in selling our old equipment to New York and Connecticut towns for $15,000.

The November 3, 1992 Presidential election signified a record number of registered voters (14,749) and turnout (12,791). Due to an extensive voter education program, less than 31 ballots cast were improperly marked. The one to one and one half hour wait previously experienced at Presidential elections during peak voting hours was virtually eliminated. The FY93 budget was reduced by $14,000 and election results were available 15 minutes after the close of the polls.

The benefits of combining all poll locations to one site (cost reduction, efficiency, and the elimination of voter confusion) must be weighted against the disadvantage of traffic congestion during Gubernatorial and Presidential general elections (2 out of 9 elections). Alternative site, parking, and traffic arrangements are being explored.

The Town Clerk's Department consists of 2 full-time and 2 part-time personnel (includes the Board of Registrars) resulting in staff time of approximately 21 hours/day. On the average, fourteen (14) hours (64%) were directed to Municipal Services and seven (7) hours (36%) to Intergovernmental Services.

**SERVICE OVERVIEW:**

Data collected during 1992 indicates that the number of citizen contacts ranged from 73 to 295 per day for an average of 136/day, 656/week, 2,845/month and 34,136/year.

**Municipal Services (64%)**

| | | (*) | |
|---|---|---|---|
| 1) | Census/Voter | (65) | 26% |
| 2) | Vital Records | (17) | 13% |
| 3) | Recordings | (11) | 7% |
| 4) | Licenses | (14) | 8% |
| 5) | General | (21) | 6% |
| 6) | Public Records | (8) | 4% |

**Intergovernmental Services (36%)**

| | | |
|---|---|---|
| 1) | Elections | 20% |
| 2) | Town Meetings | 5% |
| 3) | Administration | 8% |
| 4) | Personnel | 1% |
| 5) | Budgets | 1% |
| 6) | Records Management | 1% |

* Average number of daily transactions via phone, mail, counter.

**FINANCIAL DATA**

| | | Revenues | | Expenditures | | |
|---|---|---|---|---|---|---|
| **Municipal Services** | | | | **Salaries** | **Expenses** | **Total** |
| 1) | Census/Voter | = | $269 | $24,649 | $4,208 | $28,868 |
| 2) | Vital Records | = | 19,974 | 12,325 | 100 | 12,425 |
| 3) | Recordings | = | 11,216* | 6,636 | - | 6,636 |
| 4) | Licenses | = | 23,028 | 7,584 | 1,100 | 8,684 |
| 5) | General | = | 2,223 | 5,688 | 125 | 5,813 |
| 6) | Public Records | = | 3,897 | 3,792 | 2,550 | 6,342 |
| | Sub-Total | = | $60,607 | $60,675 | $8,083 | $68,786 |
| | | | | (64%) | (28%) | (56%) |
| **Intergovernmental Services** | | | | | | |
| 1) | Elections | = | N/A | $18,961 | $19,901 | $38,862 |
| 2) | Town Meeting | = | " | 4,740 | - | 4,740 |
| 3) | Administration | = | " | 7,584 | 995 | 8,580 |
| 4) | Personnel | = | " | 948 | - | 948 |
| 5) | Budgets | = | " | 948 | - | 948 |
| 6) | Records Mgmt. | = | " | 948 | - | 948 |
| | Sub-Total | = | " | $34,129 | $20,896 | $55,026 |
| | | = | | (36%) | (72%) | (44%) |
| GRAND TOTAL | | = | $60,607 | $94,804 | $28,979 | $123,783 |

* Does not include fees collected for site plans, special permits, variances or subdivisions.

**FY93 BUDGETS**

| Department | | Salaries | Expenses | Total |
|---|---|---|---|---|
| Town Clerk | | $93,804 | $24,711 | $118,575 |
| Registrars | | $1,000 | $4,208 | $5,208 |
| Totals | | $94,804 | $28,979 | $123,783 |
| Revenues | = | (64%) | | (49%) |

**FEES COLLECTED**

| | |
|---|---|
| Dog Licenses/Fines | $16,212 |
| Fish/Game | 271 |
| Business Certificates | 5,645 |
| Marriage Licenses | 2,925 |
| Certified Copies: Births | 1,763 |
| Marriages | 1,337 |
| Deaths | 13,949 |
| Uniform Commercial Code Filings | 10,856 |
| Public Records (lists/databases) | 2,448 |
| Bylaws/Maps | 1,449 |
| Professional Registrations | 520 |
| Voter Identification Cards | 269 |
| Raffle/Bazaar Permits | 80 |
| Pole/Conduit Recording | 360 |
| Gas Permits | 300 |
| Non-Criminal Fines | 2,130 |
| Miscellaneous | 93 |
| Total | $60,607 |

* $9,703 collected for State

Number of Dogs Licensed: 1,505

# VITAL STATISTICS

**BIRTHS**

| | Total | Jan. | Feb. | Mar. | Apr. | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec.* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Total | 228 | 20 | 25 | 25 | 28 | 20 | 25 | 17 | 16 | 15 | 24 | 11 | |
| Male | 112 | 13 | 10 | 13 | 12 | 8 | 11 | 10 | 10 | 8 | 9 | 8 | 2 |
| Female | 116 | 7 | 15 | 12 | 16 | 12 | 14 | 7 | 6 | 7 | 15 | 3 | 2 |

**MARRIAGES**

| | Total | Jan. | Feb. | Mar. | Apr. | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec.* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Total | 219 | 7 | 12 | 18 | 15 | 32 | 23 | 9 | 21 | 35 | 26 | 16 | 5 |
| 1st. | 364 | 11 | 16 | 32 | 22 | 52 | 42 | 14 | 34 | 61 | 49 | 25 | 6 |
| 2nd. | 63 | 3 | 7 | 4 | 8 | 8 | 3 | 4 | 7 | 8 | 3 | 6 | 2 |
| 3rd | 11 | - | 1 | - | - | 4 | 1 | - | 1 | 1 | - | 1 | 2 |

**DEATHS**

| | Total | Jan. | Feb. | Mar. | Apr. | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec.* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Total | 480 | 43 | 41 | 41 | 44 | 41 | 34 | 48 | 34 | 42 | 39 | 37 | 36 |
| Male | 256 | 25 | 25 | 22 | 24 | 17 | 18 | 29 | 17 | 25 | 21 | 20 | 13 |
| Female | 224 | 18 | 16 | 19 | 20 | 24 | 16 | 19 | 17 | 17 | 18 | 17 | 23 |
| Res. | 116 | 10 | 12 | 10 | 6 | 12 | 9 | 13 | 5 | 10 | 17 | 6 | 6 |
| < 5 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5-15 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |
| 16-25 | 5 | 1 | 0 | 1 | 1 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 |
| 26-45 | 17 | 1 | 1 | 1 | 3 | 3 | 1 | 2 | 1 | 2 | 2 | 0 | 0 |
| 46-60 | 90 | 9 | 5 | 3 | 9 | 6 | 7 | 9 | 8 | 7 | 5 | 11 | 11 |

| | Total | Jan. | Feb. | Mar. | Apr. | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec.* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 61-75 | 203 | 21 | 15 | 20 | 16 | 17 | 16 | 22 | 9 | 21 | 18 | 13 | 15 |
| 76-90 | 149 | 11 | 18 | 14 | 11 | 15 | 9 | 13 | 15 | 11 | 11 | 13 | 8 |
| > 90 | 14 | 0 | 1 | 2 | 4 | 0 | 1 | 1 | 0 | 0 | 3 | 0 | 2 |

* Received through 1/5/93

**10 YEAR PROFILE (Adjusted)**

| | 1983 | 1984 | 1985 | 1986 | 1987 | 1988 | 1989 | 1990 | 1991* | 1992* |
|---|---|---|---|---|---|---|---|---|---|---|
| Births | 219 | 264 | 275 | 255 | 245 | 273 | 293 | 318 | 259 | 228 |
| Marriages | 261 | 260 | 253 | 277 | 240 | 246 | 235 | 240 | 253 | 219 |
| Deaths | 377 | 386 | 403 | 475 | 481 | 416 | 404 | 474 | 483 | 480 |

* Does not include all "out of wedlock" births

# VOTING STATISTICS

**VOTES CAST**

| TOWN ELECTION | Prec.1 | Prec.2 | Prec.3 | Prec.4 | Prec.5 | Prec.6 | Total |
|---|---|---|---|---|---|---|---|
| 1982 | 1,506 | 1,116 | 1,274 | 1,310 | | | 5,206 |
| 1983 | 1,443 | 1,140 | 1,239 | 1,149 | | | 4,971 |
| 1984 | 1,327 | 959 | 1,108 | 1,062 | | | 4,456 |
| 1985 | 1,554 | 997 | 1,262 | 1,126 | | | 4,939 |
| 1986 | 1,100 | 770 | 942 | 781 | | | 3,593 |
| 1987 | 1,318 | 791 | 974 | 968 | | | 4,051 |
| 1988 | 380 | 362 | 497 | 387 | 392 | 441 | 2,459 |
| 1989 | 658 | 425 | 587 | 540 | 510 | 577 | 3,297 |
| 1990 | 998 | 833 | 1,058 | 807 | 942 | 1,048 | 5,686 |
| 1991 | 929 | 695 | 886 | 755 | 848 | 937 | 5,050 |
| 1992 | 914 | 791 | 582 | 738 | 788 | 810 | 4,893 |
| **REFERENDUM 1985** | 1,492 | 1,224 | 1,361 | 1,277 | | | 5,354 |
| **REFERENDUM 1991** | 1,234 | 1,338 | 1,108 | 770 | 930 | 1,093 | 6,473 |
| **PRESIDENTIAL PRIMARY** | | | | | | | |
| March, 1984 | 797 | 565 | 656 | 716 | | | 2,734 |
| March, 1988 | 668 | 669 | 775 | 612 | 669 | 759 | 4,152 |
| March, 1992 | 847 | 931 | 861 | 713 | 751 | 836 | 4,939 |
| **STATE PRIMARY** | | | | | | | |
| September, 1982 | 1,812 | 1,315 | 1,493 | 1,477 | | | 6,097 |
| September, 1984 | 1,314 | 980 | 1,056 | 1,064 | | | 4,414 |
| September, 1986 | 1,395 | 978 | 1,204 | 1,287 | | | 4,864 |
| September, 1988 | 106 | 141 | 145 | 128 | 150 | 125 | 795 |
| September, 1990 | 1,186 | 1,177 | 1,226 | 1,028 | 1,081 | 1,159 | 6,857 |
| September, 1992 | 668 | 602 | 808 | 516 | 647 | 692 | 3,933 |
| **STATE/PRES. ELECTION** | | | | | | | |
| November, 1982 | 2,567 | 2,057 | 2,105 | 2,200 | | | 8,929 |
| November, 1984 | 3,407 | 2,664 | 2,657 | 2,804 | | | 11,532 |
| November, 1986 | 2,298 | 1,770 | 1,884 | 2,069 | | | 8,021 |
| November, 1988 | 2,051 | 1,981 | 2,157 | 1,841 | 1,814 | 2,025 | 11,869 |
| November, 1990 | 1,921 | 1,958 | 2,021 | 1,677 | 1,737 | 1,908 | 11,222 |
| November, 1992 | 2,202 | 2,444 | 2,309 | 1,840 | 1,920 | 2,076 | 12,791 |

Respectfully submitted,
Jane L. Chew, CMC
Town Clerk

# BOARD OF REGISTRARS

The Registrars, at the request of the Board of Selectmen, redrew precinct lines using the 1990 Federal Census Track & Block population figures. The redistricting plan was approved by the Selectmen in December, 1991 and by the Local Election Districts Review Commission on January 17, 1992. A 1994 implementation date is anticipated.

The board then proceeded to divide each Precinct equally to determine the twelve Town Meeting Districts. The population figures for the revised Precincts and Districts are as follows:

| | | | |
|---|---|---|---|
| Precinct 1 = 3,894 | District M | = | 1,933 |
| | District A | = | 1,961 |
| Precinct 2 = 3,782 | Discrict B | = | 1,845 |
| | District C | = | 1,937 |
| Precinct 3 = 3,975 | District D | = | 1,947 |
| | District E | = | 2,028 |
| Precinct 4 = 3,919 | District F | = | 1,903 |
| | District H | = | 2,016 |
| Precinct 5 - 3,738 | District G | = | 1,883 |
| | District J | = | 1,855 |
| Precinct 6 = 3,994 | District K | = | 2,034 |
| | District L | = | 1,960 |
| Total 1990 Federal Population | | = | 23,302 |

The Board of Registrars conducted twenty-one (21) Special Registration Sessions in the office and ten (10) out of the office. Employees of the Burlington Public Library were appointed as Assistant Registrars and residents may now register at the Library, Town Clerk's Office, or any City/Town Hall in Massachusetts.

Postcards were mailed to 3,370 eligible unregistered voters before the Presidential Election informing them of the times, places and deadline for registering. 652 people responded.

A total of 2,089 residents and 494 non-residents were registered in 1992. Approximately 85% of eligible voters are registered. 450 persons registered on the last day for the Presidential Election (324 residents, 126 non-residents).

**POPULATION/REGISTERED VOTERS:**

| Year | Population (Jan.) | | Registered Voters (March) |
|---|---|---|---|
| 1982 | 23,622 | | 13,093 |
| 1983 | 23,457 | | 12,734 |
| 1984 | 23,003 | | 12,005 |
| 1985 | 22,981 | | 13,650 |
| 1986 | 23,032 | | 13,016 |
| 1987 | 22,278 | | 11,758 |
| 1988 | 22,148 | | 12,440 |
| 1989 | 22,560 | | 12,813 |
| 1990 | 22,662 | (Federal 23,302) | 12,368 |
| 1991 | 22,810 | | 13,139 |
| 1992 | 22,859 | | 13,169 |

**Out of Office Sessions (* Petitioned):**

| Location | # Registered | Residents |
|---|---|---|
| Arboretum Apts. | 35 | 35 |
| Beacon Village | 14 | 14 |
| Burlington High School | 38 | 38 |
| Burlington Mall | 112 | 25 |
| Lahey Clinic * | 94 | 5 |
| Mass. Hospital Assoc.* | 16 | 1 |
| Middlesex Comm. College * | 18 | 1 |
| Raytheon * | 20 | 0 |
| Stonebrook Apts. | 9 | 9 |
| Tower Records | 29 | 5 |

| Certifications: | # Names Submitted | # Names Certified |
|---|---|---|
| Nomination Papers | 4,117 | 3,527 |
| Petitions | 1,625 | 1,516 |

Respectfully submitted,

Patricia Larson, Chr.
Jane Chew, Clerk
Hal Hammond
Robert Macdonald

# BOARD OF SELECTMEN



**Board of Selectmen – Seated (left to right) – Charles "Ted" Ferguson, Chairman Richard C. Wilde, George L. Judge, Jr. Standing (left to right) Robert P. Marrano, Joseph A. Impemba**

## OVERVIEW

The economic recession continued to grip New England for most of 1992, which posed continuing difficulties for the Board of Selectmen and the Town. While signs of economic revival were becoming apparent by year's end, it was too little too late to have any significant impact on the Town and its residents. Despite this daunting scenario, the Town managed to achieve a number of accomplishments during the course of the year, as well as continuing to make progress on several long-term projects and issues.

## NEW SELECTMAN

The Board received a new member as a result of the April Town Elections. Robert P. Marrano, formerly the Chairman of the Ways and Means Committee, was elected to a 3-year term as Selectman. Selectman Marrano fills the vacancy created by former Selectman John (Jack) Leahy's decision not to run for re-election after completing nine years on the Board. Also, Richard C. Wilde was re-elected for a 5th consecutive term on the Board and was chosen as Chairman of the Board.

## NEW POLICE STATION OCCUPIED

The Town's new Police Station, at the site of the former Union School Building, was completed and occupied by the Police Department during the summer of 1992. The new Police Station is a totally state-of-the-art facility which was designed to meet all of the Commonwealth of Massachusetts' requirements for Police Stations, as well as the facilities criteria of the National Commission on Accreditation for Law Enforcement Agencies. The new Police Station should meet Burlington's law-enforcement needs far into the next century. Notably, this was accomplished through the adaptive re-use of a building from the last century, the Union School Building, and was done in such a manner as to retain that building's graceful presence on the Town Common.

## A COMMITMENT TO RECYCLING

The May Town Meeting made a commitment to establishing curbside recycling in Burlington by approving the Selectmen's appropriation request of $152,000. This amount was for six months of recycling services to begin in January 1993.

Town Meeting also approved at the Selectmen's request, a "Mandatory Recycling By-Law", which requires all residents served by the Town's solid waste collection program to participate in the recycling program. By year's end, it appears that the Town is geared for a successful implementation of curbside recycling services in Burlington.

Many persons deserve recognition for their roles in this achievement. First, the recycling volunteers who operated the monthly depository recycling program in the High School parking lot, rain, sleet, or snow notwithstanding. Secondly, our dedicated Recycling Committee, without which curbside recycling would still be a dream. The Committee presently consists of Larry Cohen, Chairman, Christine Monaco, Janet Towers, James Quinn and Selectman George Judge. Thanks also to Robert Peters and Andrew Prutsalis who were on the committee for a considerable time. And finally, to all of our environmentally minded residents who have cooperated to make the motto "BURLINGTON RECYCLES" a reality.

**WINN STREET PROJECT MOVES FORWARD**

Shortly after the year began, the Winn Street Advisory Committee approved a scaled-down version of improvements along Winn Street. The Board of Selectmen endorsed this compromise plan that had emerged after numerous meetings and lengthy debate in the Advisory Committee. However, critics of the Winn Street Project petitioned for an advisory referendum question. The Selectmen also decided to put a second advisory question on the ballot concerning the Winn Street Project.

When all the smoke had cleared after the April Election, both advisory referendum questions concerning the Winn Street Project had failed, but more narrowly than the previous year's binding referendum question. After due deliberation of the election results, the Board of Selectmen decided to continue to support the compromise, scaled-down scope of the Winn Street Project, and instructed that it be prepared for final submittal to the State. By year's end, the project was being advertised for competitive bids, and construction is scheduled to begin sometime next Spring.

The Board of Selectmen would like to acknowledge and thank all those who participated on The Winn Street Advisory Committee and helped find an acceptable compromise solution to the design of the project.

**CAMP CUMMINGS LAND ACQUISITION**

An opportunity to acquire the Camp Cummings Land presented itself to the Town during the Spring and Summer months. The Camp Cummings Parcel is 11.6 acres located adjacent to the Millpond Reservoir, but across the Town line in Wilmington. It is owned by the Minuteman Boy Scout Council, Inc., which has made a determination to sell this asset. The parcel has been used for years for Boy Scout Troops from Burlington, as well as the Burlington Recreation Department. If not acquired by Burlington, the land was slated for residential development.

After examining the impacts of having land this close to the Town's primary drinking water supply become developed, the Board of Selectmen voted to recommend the acquisition of the parcel to Town Meeting. At the September 9 Town Meeting, this recommendation was adopted when Town Meeting voted to appropriate the funds required for the acquisition.

**FINANCIAL CONSTRAINTS**

Given the poor economy and the financial limitations facing the Town, the board of Selectmen had to make lots of tough decisions and prescribe some bitter medicine this year. It was the second year that the Board of Selectmen joined the Ways and Means Committee in establishing a 1 1/2% budget guideline for our major departments, with some smaller departments allowed 3% budget growth. It was also the second year that the Town offered an Early Retirement Incentive Program to help pare down budgets through attrition.

Some difficult, but necessary, steps were taken during the year. These include: asking the Administrative and Professional (non-union) staff to accept a 0% salary adjustment; instructing the Town Negotiating Team to seek similar settlements with union employees; cutting overtime salaries wherever possible in the budgeting process; and changing and reducing some of our manning and staffing practices in our larger operational departments. While these actions were not easy either for those who had to ask for them or those who were asked to accept them, they were all necessary to deal with trying circumstances and to maintain the Town in good financial condition.

**SUMMARY**

As I approach completion of my 13th year as a Selectman and my second term as Chairman of the Board of Selectmen, I want to take this opportunity to thank all those who made it possible for the Board to successfully discharge its responsibilities, especially my colleagues on the Board, our dependable departments heads and other Town employees, our dedicated committee members, and to all the residents who have participated in this democratic process.

I also wish to note the Town's loss of some long-serving and dedicated local officials during the past year, including: Deputy Fire Chief and Board of Health member Philip Pollicelli; Building Inspector Frank Moran; and Board of Appeals member Carl Giannelli. They will be sorely missed by the Board of Selectmen, and to all who were familiar with their work and contributions to the Town.

Respectfully submitted,

Richard C. Wilde, Chairman
Board of Selectmen

# TOWN ADMINISTRATOR



**David W. Owen, Town Administrator**

**PURPOSE:**

The Town Administrator is appointed by the Board of Selectmen to serve as the Chief Administrative Official (CAO) of the Town under the Board's policy direction. His duties include acting in the following capacities

- Appointing Authority (Selectmen's Departments)
- Personnel Manager
- Bargaining Agent
- Budget Officer (Selectmen's Departments)

**RETROSPECTIVE**

As your Town Administrator approaches completion of his fourth year of service to the Town of Burlington, he has the satisfaction of looking back over that period and seeing how much progress the Town has made in areas in which he has been involved. The following review is offered in hope of sharing this perspective.

**Town Facilities**

When your Town Administrator came to Town in February 1989, the mostly renovated Center School Building had just suffered a major fire. Up until then, the Town's approach toward improving its facilities could be described as piecemeal. Since then, a comprehensive approach to facilities improvements has been adopted, as contained in the Town Facilities Master Plan. The Center School (now Human Service Center) was restored; Phase I of the Town Facilities Master Plan, a new Police Station, has been completed; and Phase II of the Plan, a renovated and expanded Public Library, is under design and headed to Town Meeting for funding. All of this assumes even greater importance given the requirements of the Americans with Disabilities Act (ADA). While Burlington has made good progress towards accessibility for the disabled, it is essential that the Town adhere to the Plan, or even accelerate it, if possible, to meet the goal of totally accessible public facilities.

**Recycling**

When your Town Administrator started work in Burlington, recycling was only a dream. There was a Recycling Study Committee, but not a single recycling program. This changed quickly as interim recycling programs, such as the monthly depository program, office paper recycling, and leaf collection programs, were put in place until a comprehensive approach to municipal recycling could be developed. Now, less than four years later, Burlington has entered the ranks of those Massachusetts Municipalities that offer full-scale recycling services to their residents.

**Acquisitions**

When your Town Administrator came on board, the Town was still coping with the $10.5 million judgment in the Landlocked Parcel Case. During his first year, your Town Administrator assisted the Selectmen in settling this case at $8.2 million. Then came the acquisition of the former Seminatore parcel for $1.7 million, land which is slated for future cemetery development. Then the acquisition of the Ice Palace ($1.25 million) was pursued and successfully completed, as were needed improvements to the Ice Palace. Most recently, the acquisition of the Camp Cummings parcel in Wilmington has received Town Meeting approval, and awaits State Legislative approval. Your Town Administrator has played a role in all of these major property acquisitions, which will have a permanent impact on the face of the Town of Burlington far into the future.

**Communications**

When your Town Administrator began work in Burlington, virtually every Town building had a different telephone system, none of which were compatible with each other. Despite its location along "America's Technology Highway," Burlington did not even have Basic 9-1-1 emergency service. All this has changed, as all Town departments are now tied together with a common telephone system and the Police and Fire Departments have Basic 9-1-1 service. Burlington is, in fact, now poised to be among the first communities in Massachusetts to be ready for the installation of Enhanced 9-1-1 service in 1994.

**Cutback Management**

When your Town Administrator came to Town, the budgets of most town departments were programmed for continued growth. The staffs of the Police and Fire Departments were projected to continue growing, and salary adjustments were assumed to be at 5% per annum. This all changed quickly. Staffing levels went from a growth mode to being frozen. Then, an Early Retirement Incentive Program was introduced, and as attrition occurred, staff reductions began to occur, and the number of Town employees began to shrink. Salary adjustments were

reduced; at first gradually, then more drastically. Unnecessary overtime salaries were attacked and reduced whenever possible, and non cost-effective staffing and manning practices have been changed. Your Town Administrator has been party to all of these changes in an effort to adjust to new economic realities and to maintain the Town's financial stability while providing essentially unchanged levels of services to residents.

**Labor Settlements**

Much of the year was spent at the bargaining table, as collective bargaining agreements with all six Town-side unions expired. This has been a very difficult round of bargaining for everyone involved, as the Town had little to offer, but sought many changes nevertheless. By year's end, three bargaining units had settled with the Town, namely the Police Superior Officers (IBPO), the Burlington Municipal Employees Association, and the D.P.W. workers, both represented by AFSCME. The Town Administrator wishes to compliment everyone involved in this process, on both sides of the table, for maintaining professional attitudes in difficult circumstances.

**Procuring Recycling Services**

Arrangements for bringing curbside recycling to Burlington demanded much time and attention this year. While the May Town Meeting approved funds based on a low bid received pursuant to bidding specifications for a "fixed cost per ton" contract, the Board of Selectmen subsequently rejected this bid as being too costly. Much of the summer was spent developing new bidding specifications for a "lump sum contract", which is more common in the industry. The results of a second round of bidding were also rejected by the Selectmen, who indicated their preference for a combined trash and recycling contract with Vining Disposal Co.

Negotiations with Vining Disposal Co. were ultimately successful, and enabled the Town to meet the lowest bid price for curbside recycling services while achieving an $80,000 savings against previously established contract costs for trash collection services over a 3 1/2 year period. However, because the negotiated term of the contract exceeded that allowed under state law by six months, it was necessary to obtain the express authorization of Town Meeting for this deal. Therefore, the Selectmen convened a Special Town Meeting on November 9, 1992, and approval was granted. This permitted final arrangements for the curbside recycling to move forward.

**Capital Budget Warrant Article**

A new approach to presenting capital budget requests at Town Meeting was introduced this year in the form of a unified Capital Budget Warrant Article. Previously, capital budget requests appeared in somewhat random order on the Town Meeting Warrant. The new format presents the Capital Budget in a single warrant article, just as the Operating Budget is treated. This new format makes it easier to compare and prioritize the various capital spending requests, while allowing the Capital Budget Committee, Ways & Means Committee, and Town Meeting Members to get a handle on the bottom line for capital spending. Given the good reception it received, this new Capital Budget format will become a regular feature of the Annual Town Meeting. The Town Administrator wishes to thank the Capital Budget Committee for its willingness to sponsor this improvement.

**New Building Inspector**

The Town Administrator was deeply saddened this year by the passing of veteran Building Inspector, Frank Moran. Having had the opportunity to work with Frank in many matters, your Town Administrator recognized that the Town had the benefit of a true professional, one who enforced the Massachusetts Building Code and local zoning by-laws fairly and evenly.

John Clancy demonstrated that he was fully capable of assuming the responsibilities of Building Inspector by serving in that position in an acting capacity during Mr. Moran's lengthy illness. Therefore, John Clancy's appointment as Building Inspector was made by the Town Administrator without reservation on November 23, 1992.

**Summary**

I am deeply appreciative of the opportunity to continue to serve the residents of the Town of Burlington, and to participate as a member of a highly dedicated and skilled corps of department heads, supervisors, and other employees. It is my hope that our efforts have contributed toward addressing the needs and wants of the residents, and toward improving the quality of life in the community. I look forward to continuing to work with all of the Town's elected and appointed officials , as well as members of the public, in meeting the challenges, problems, and opportunities that will confront the Town during the coming year.

Respectfully submitted,
David W. Owen
Town Administrator

## TOWN COUNSEL

The year 1992 was a very active year for Town Counsel. In addition to rendering numerous legal opinions, approving contracts as to form, and meeting with the Board of Selectmen and various other Boards. Town Counsel has been handling a number of significant law suits on behalf of the Town.

The most significant litigation to occur during 1992 was the Charles George Trucking Litigation. As I reported last year, the Town was sued in this case by a number of private companies who were seeking indemnification and contribution from the Town in connection with the costs to remediate the Charles George Landfill located in Tyngsboro, Massachusetts. During the past year, the Town negotiated a settlement agreement with all of the other defendants in the case as well as the U.S.

Environmental Protection Agency and the Commonwealth of Massachusetts Department of Environmental Protection. The settlement requires the Town to make a payment to compensate the Commonwealth for response costs in connection with remediation to the Charles George Site. The Commonwealth agreed to allow the Town to make this payment over ten years at an interest rate of 4 percent. The payment terms represented a substantial reduction over what the Commonwealth generally requires in settlement with the insurance companies which insured the Town during the period of waste disposal at the landfill. As I reported last year, the legal fees associated with defending the Town in this case were paid for in full by the Town's insurance companies.

We are continuing to represent the Town with respect to the Vinebrook Aquifer contamination. During the past year, the defendants from the Northwest Industrial Park have completed a pilot test for the VOC Treatment Plant. Simultaneously, the Town's engineering firm completed the Pump Test Report in connection with obtaining approval from the DEP for the installation of two new public water supply wells in the southern part of the aquifer. During the past year, the Town, and the defendants commenced discussions regarding coordination of design of the VOC Plant and the iron and manganese filtration plant. At the present time, the Town and the defendants are revaluating the consent decree for the purpose of determining whether the Town should take over design and construction of the VOC Plant and receive a lump sum settlement from the defendants.

The Town has reached a settlement agreement with the general contractor who performed the renovation of the Center School, which became the Human Services Center. As reported last year, the general contractor had sued the Town in arbitration seeking approximately $250,000 in claims in connection with this project.

During this past year, the arbitration hearing commenced, but the Town and general contractor have reached a settlement agreement.

Finally, we assisted the Town with respect to negotiating a combined solid waste and recycling curbside collection contract with Vining Disposal, Inc.

We extend our appreciation to the Board of Selectmen for their confidence in retaining this firm, and appreciate the assistance and cooperation received on all matters from the Board of Selectmen, Town Meeting, Town Administrator, department heads, boards, committees, and other Town personnel. We look forward to working with the members of the Town government in the future.

Respectfully submitted,
Leonard Kopelman, for the
firm of Kopelman and Paige, P.C.
Town Counsel

# POLICE DEPARTMENT

**Departmental Roster**

**Chief of Police**
William Soda

**Captains**

Barry Solomon
George Devlin

**Lieutenants**

Arnold Christiansen
Alfred Sciuto
Francis Hart
Walter Bevis

**Sergeants**

Gerald Mills
John Walthall
Ralph Patuto
Carl Boutwell
William Faria
Richard Sheppard
Thomas Duffy

**Patrol Officers**

Gerald Crocker
Richard Hovasse
Russell Petersen
Charles Chicarello
Ronald Glejzer
Robert Aloisi
Harry Sawyer, Sr.
William Duffey
Richard Glejzer
Frank Nardone
Dennis Thompson
Barry Cosgrove
Thomas Sullivan
Kevin Rogers
Christopher Priest
Michael Joyce
Paul Anderson
Claudell Moore
Robert Healey
Gary Burdick
Michael Bradford
Stephen Cross
Paul O'Meara
Edward Mackey
Spiros Tsingos
Gary Redfern
Michael Debye
Kenneth Reynolds
Richard Hanafin
Harry Sawyer, Jr.
Robert Downer
Timothy McDonough
James Tigges
Charles Ferguson III
Robert Kirchner
William Preston
Bernard Schipelliti
Thomas Fournier
Daniel Houston
Anne Marie Mele
William Maggio

**Clerical Staff**

Ann Johnedis
Barbara Cunningham
Dolores Schafer

**Traffic Supervisors**

Helen Bulman
Helen Dignan
Nancy Bibbey
Maureen Robillard
Carol Goodwin
Claire Hogaboom
Gail Fay
Carol Santoro
Karen Peterson

The Police Department enjoyed another successful year in 1992. It was not without its down side, but the positive far outweighed the negative.

The most anticipated event was the move to the new police station, formerly the Union School. The renovation was completed in time for our move on July 1, 1992. The building is a tremendous accomplishment, blending the charm of the century old schoolhouse with the modern police operations section. The building has met with rave reviews by all who have inspected it, particularly those citizens who attended our open house in the fall.

The most tragic event of the year was the death of our brother officer James Cooper. Jim was a fine young man who always had a smile and a helpful hand for everyone. We are saddened by his loss at such an early age and he is truly missed.

During the year, we lost four other officers, due to transfers or resignations. As a result, we have been operating with a total reduction of five positions. In light of this, we have seen an increased demand in the workload of the remaining patrol force. We salute their efforts in accepting these increased responsibilities which sometimes require them to make extra sacrifices. Their dedication helps make Burlington a safe place for all.

In other news, we have continued the successful D.A.R.E. Program, with D.A.R.E. officers Paul Anderson and Thomas Fournier heading up this thriving program. Dennis Thompson continues his fine work as the Youth Services Officer, providing an accessible link between the youth in town and the Police Department.

We have increased our involvement in other areas of law enforcement, particularly in the area of handicapped accessibility. Sgt. William Faria headed up the Department's involvement in this area, particularly with the new Americans with Disabilities Act. We also saw two of our officers, Harry Sawyer Jr. and Timothy McDonough, selected to the elite Special Operations Unit, which is a sub-group of the Regional Tactical Patrol Force.

In closing, I would like to thank all the various groups in town who supported our activities throughout the year, including the Selectmen, the Town Administrator and Syamal Chaudhuri and his fine crew at the Public Works Department. I would also like to thank the citizens of Burlington, who help support our efforts in countless ways. Last, but not least, a special thanks to the members of the Burlington Police Department who put their lives on the line every day they come to work. I salute you all.

Respectfully submitted,

William R. Soda
Chief of Police

**1992 Crimes/Complaints/Calls For Service**

| | |
|---|---|
| Alarms-Burglar-Non-Residence | 1,870 |
| Alarms-Burglar-Residence | 287 |
| Ambulance Requests | 500 |
| Animal Complaints-Barking Dogs | 69 |
| Animal Complaints-Dog Bites | 14 |
| Animal Complaints-Other | 190 |
| Annoying Phone Calls | 114 |
| Arson-Business | 2 |
| Arson-Motor Vehicle | 0 |
| Arson-Public Building | 2 |
| Assault-Aggravated | 46 |
| Assault-Dangerous Weapon | 4 |
| Assault-Deadly Weapon | 4 |
| Assault-Domestic Violence | 22 |
| Assault-Simple | 24 |
| Assist Fire Dept. | 82 |
| Assist Other Police Depts. | 23 |
| Auto Fires | 35 |
| Auto Theft-Attempt (Includes Trucks) | 56 |
| Auto Theft-Driveway | 9 |
| Auto Theft-Shopping Center | 124 |
| Auto Theft-Street Commercial Area | 100 |
| Auto Theft-Street-Residential Area | 30 |
| Burglary-Attempts-Residence-All Times | 23 |
| Burglary-Forced Entry-Non-Residence-Night | 44 |
| Burglary-Forced Entry-Non-Residence-Unknown | 13 |
| Burglary-Forced Entry-Residence-Day | 23 |
| Burglary-Forced Entry-Residence-Night | 15 |
| Burglary-Forced Entry-Residence-Unknown | 14 |
| Deaths-Accidental | 1 |
| Deaths-Attempted Suicide | 1 |
| Deaths-Suicides | 1 |
| Deaths-Threats of Suicide | 1 |
| Deaths-Unattended Deaths | 1 |
| Disorderly Conduct-All Other | 14 |
| Disorderly Conduct-Neighborhood Problem | 15 |
| Disturbances | 516 |
| Domestic Disturbance | 208 |
| Domestic Protection Order Violation | 20 |
| Driving Under the Influence-Alcohol | 27 |
| Exposer/Flasher | 9 |
| Family Offenses-Child Abuse | 4 |
| Family Offenses-Non-Support | 1 |
| Family Offenses-Other | 2 |
| Fireworks | 16 |
| Forgery and Counterfeiting | 4 |
| Fraud-Bad Checks | 4 |
| Fraud-Credit Cards | 9 |
| Fraud-Flim-Flam | 40 |
| General Police-Civil Matters | 35 |
| General Police-Gas Leaks/Explosions | 7 |
| General Police-Gunshots Heard | 6 |
| General Police-Mental Health Problems | 8 |
| General Police-Open Doors/Windows | 40 |
| General Police-Power Outages | 15 |

| | |
|---|---|
| General Police-Repossessions | 33 |
| General Police-Water Leaks | 23 |
| General Police-Wires Down | 46 |
| General Police-Recovered | 2 |
| License Plates-Recovered | 2 |
| License Plates-Stolen or Lost | 59 |
| Liquor Law Violations | 8 |
| Littering | 7 |
| Malicious Damage-All Other | 49 |
| Malicious Damage-Autos | 296 |
| Malicious Damage-Business Buildings | 69 |
| Malicious Damage-Public Buildings | 1 |
| Malicious Damage-Residence | 142 |
| Malicious Damage-School Buildings and Grounds | 6 |
| Missing Persons-Adult-Females | 5 |
| Missing Persons-Adult-Male | 6 |
| Missing Persons-Juvenile-Female | 5 |
| Missing Persons-Juvenile-Males | 5 |
| Motor Vehicle Arrests | 65 |
| Narcotics Violations-Marijuana Manufacture | 3 |
| Narcotics Violations-Marijuana, Hashish Poss. | 7 |
| Narcotics Violations-Marijuana, Hashish Sale | 2 |
| Narcotics Violations-Opium, Cocaine Possession | 2 |
| Narcotics Violations-Synthetic Sale | 1 |
| Noise Complaints | 119 |
| Police Information | 550 |
| Police Officer Injured | 11 |
| Property-Found | 83 |
| Property-Lost | 9 |
| Protective Custody | 39 |
| Prowler/Peeping Tom | 13 |
| Public Services-Building Checks with Owner | 13 |
| Public Services-Lockouts | 687 |
| Public Services-Medical Assistance | 38 |
| Public Services-Other Services | 14 |
| Recovered Vehicle-Stolen Elsewhere,Recov. Here | 87 |
| Recovered Vehicle-Stolen Here, Recov. Elsewhere | 206 |
| Recovered Vehicle-Stolen Here, Recov. Here | 24 |
| Robbery-Armed | 6 |
| Robbery-Strong Arm | 1 |
| Runaways-Juveniles | 1 |
| Sex Offenses-Criminal Sexual Conduct | 4 |
| Sex Offenses-Indecent Exposure | 2 |
| Stolen Property-Buying-All Other Property | 4 |
| Stolen Property-Possessing-All Other Property | 1 |
| Stolen Property-Recovery-All Other Property | 21 |
| Suspicious Autos | 273 |
| Suspicious Persons | 375 |
| Theft-All Other | 290 |
| Theft-Bicycles | 37 |
| Theft-From Autos-Not Parts or Accessories | 61 |
| Theft-From Autos-Parts or Accessories | 147 |
| Theft-From Buildings | 63 |
| Theft-Pocket Picking | 2 |
| Theft-Purse Snatching | 2 |
| Theft-Shoplifting | 168 |
| Threats/Bomb Scares | 206 |
| Traffic Services-Abandoned Vehicles | 9 |
| Traffic Services-Disabled Vehicle, Not Towed | 125 |
| Traffic Services-Disabled Vehicle, Towed | 119 |
| Traffic Services-Motor Vehicle, Complaints | 268 |
| Traffic Services-Road Hazard | 89 |
| Truck Theft-Shopping Center | 6 |
| Truck Theft-Street-Commercial Area | 7 |
| Truck Theft-Street-Residential Area | 2 |
| Uttering | 1 |
| Warrant Arrests | 232 |
| Weapons Laws-Firearms Use | 3 |
| Weapons Laws-Illegal Possession of Firearms | 4 |
| Weapons Laws-Illegal Sale of Other Weapons | 1 |
| Weapons Laws-Illegal Use of Other Weapons | 1 |
| Youth Complaints | 303 |

**Arrest Statistics - Calendar Year 1992**

| | | |
|---|---|---|
| **Total Number of Arrests:** | 573 | |
| Males | | 473 |
| Females | | 100 |
| Juveniles | | 37 |
| Adults | | 536 |
| **Arrests by Shifts:** | | |
| 12:01 AM - 8:00 AM | | 124 |
| 8:01 AM - 4:00 PM | | 89 |
| 4:01 PM - Midnight | | 360 |
| **Arrests by Days of the Week:** | | |
| Monday | | 72 |
| Tuesday | | 76 |
| Wednesday | | 67 |
| Thursday | | 84 |
| Friday | | 89 |
| Saturday | | 104 |
| Sunday | | 81 |
| **Arrests by Age:** | | |
| Under 17 | | 37 |
| 17 - 25 | | 250 |
| 26 - 35 | | 164 |
| 36 - 45 | | 89 |
| 46 - 55 | | 20 |
| Over 55 | | 13 |
| **Where Arrestees came From - The Top 15:** | | |
| Burlington | | 173 |
| Woburn | | 64 |
| Boston | | 53 |
| Billerica | | 34 |
| Lowell | | 33 |
| Arlington | | 15 |
| Lawrence | | 12 |
| Wilmington | | 12 |

| | |
|---|---|
| Somerville | 10 |
| Cambridge | 9 |
| Medford | 9 |
| Malden | 8 |
| Lynn | 8 |
| Lexington | 7 |
| Winchester | 6 |

**Offenses For Which Arrests Were Made**

**NOTE:** Not every offense listed is arrestable by itself. The figures here include offenses for those arrestees accused of multiple charges.

| Crime | Number |
|---|---|
| Larceny of Property, Over $250 | 47 |
| Larceny of Property, $250 or less | 3 |
| Shoplifting by Transportation of Merchandise | 6 |
| Shoplifting by Concealing Merchandise | 47 |
| Shoplifting by Price Tampering | 1 |
| Credit Card-Rcv. Stolen Card | 7 |
| Credit Card, Obtaining GDS, False CD, 250 + | 3 |
| Possession Burglarious Tools | 6 |
| Receiving Stolen Property, $250 or less | 20 |
| Receiving Stolen Property, Over $250 | 12 |
| Forgery | 4 |
| Uttering a Forged Instrument | 4 |
| Possess. Class D, Intent to Distribute | 1 |
| O.U.I.L. | 29 |
| Affray | 12 |
| Disorderly Person | 9 |
| Disturbing the Peace | 18 |
| O.U.I.L., One Prior Offense | 5 |
| O.U.I.L.,More Than One Prior Offense | 1 |
| O.U.I.L.,4th or subsqt. Offense | 1 |
| Opr. under infl.of drugs | 1 |
| Warrant Arrest | 144 |
| Malicious Destruction-Over $250 | 11 |
| Malicious Destruction, $250 or less | 3 |
| Falsifying Age to Purchase Alcohol | 1 |
| Assault & Battery | 30 |
| A & B on Police Officer | 6 |
| Opr. negligently so as to endanger | 2 |
| Unregistered Motor Vehicle | 5 |
| Opr. m/v w/o a license | 6 |
| License restriction violation | 1 |
| Opr. after suspension | 51 |
| Opr. after revocation | 9 |
| Defective Equipment | 1 |
| Attaching plates | 4 |
| Drinking (Open Container) | 1 |
| Failing to stop for police while opr. m.v. | 7 |
| Uninsured Motor Vehicle | 4 |
| Poss. Shotgun, barrel under 18" | 3 |
| Marked lanes | 5 |
| Red Light Violation | 2 |
| Larceny from a person | 1 |
| Operating Recklessly | 1 |
| Speeding | 12 |
| Altering M/V Document | 2 |
| Altering M/V Document-Making Use of | 2 |
| Failing to keep right | 1 |
| False name & address, police officer | 4 |
| Drinking in Public | 3 |
| B & E Night, Int. to Commit Felony | 5 |
| B & E Night, Int. to Commit Misdemeanor | 1 |
| B & E Day-Int. to Commit Felony | 3 |
| Trespass on Land | 8 |
| Larceny of Motor Vehicle or Trailer | 8 |
| Buying, Receiving, Etc. Stolen MV | 2 |
| Assault w/Intent to Murder | 1 |
| A & B, Dangerous Weapon | 17 |
| Leav. scene after property damage | 2 |
| Assault by Dangerous Weapon | 4 |
| Threatening to Commit a Crime | 5 |
| Possess Class E, Int. to distribute | 2 |
| Manufacture/Dist. Class D | 2 |
| Possess Class A | 1 |
| Possess Class B | 2 |
| Possess Class D | 12 |
| Possess Class D, Subsequent Offense | 2 |
| Conspiracy to viol. cont. sub. laws | 6 |
| Minor Transporting/Carrying Alcohol | 31 |
| Violation of Restraining Order | 9 |
| Carrying Dangerous Weapon | 1 |
| Attempt to Commit a Crime | 5 |
| Minor Purchasing Alcohol | 2 |
| Failing to Dim Lights | 1 |
| Evading Taxi Fare | 1 |
| Improper Left Turn | 1 |

**Accident Statistics - 12/16/91 - 12/15/92**

| | |
|---|---|
| **Total Number of Accidents:** | 1,765 |
| **Breakdown by Days of the Week:** | |
| Monday | 232 |
| Tuesday | 287 |
| Wednesday | 266 |
| Thursday | 319 |
| Friday | 345 |
| Saturday | 219 |
| Sunday | 97 |
| **Drivers Involved:** | |
| Burlington | 729 |
| Out of Town | 1,644 |
| Out of State | 132 |
| Unknown | 157 |

**Types of Accidents:**

| | |
|---|---|
| Rear End | 613 |
| Angle | 916 |
| Head On | 72 |
| Others | 164 |

**Severity of Accidents:**

| | |
|---|---|
| Fatalities | 0 |
| Personal Injuries | 488 |

**Accidents by Shift:**

| | |
|---|---|
| 12:01 AM - 08:00 AM | 184 |
| 08:01 AM - 04:00 PM | 845 |
| 04:01 PM - Midnight | 669 |
| Unknown | 67 |

| Street | 12:01 AM-08:00 AM | 08:01 AM-04:00 PM | 04:01 PM-Midnight | Unknown | Totals |
|---|---|---|---|---|---|
| A St. | 0 | 1 | 0 | 0 | 1 |
| Adams St. | 0 | 3 | 1 | 0 | 4 |
| Arboretum Way | 0 | 2 | 0 | 0 | 2 |
| Arlington Rd. | 0 | 1 | 0 | 0 | 1 |
| Arnold Tr. | 0 | 1 | 0 | 0 | 1 |
| Baron Park Ln. | 0 | 0 | 0 | 1 | 1 |
| Bay Bank P/Lot | 0 | 0 | 1 | 0 | 1 |
| Beacon St. | 3 | 1 | 2 | 1 | 7 |
| Beacon Village | 1 | 0 | 0 | 0 | 1 |
| BeaverBrook Rd. | 1 | 1 | 0 | 0 | 2 |
| Bedford St. | 16 | 37 | 29 | 0 | 82 |
| Birchcrest St. | 1 | 2 | 0 | 0 | 3 |
| Blackhorse Ln. | 0 | 0 | 0 | 1 | 1 |
| Blanchard Rd. | 1 | 0 | 5 | 1 | 6 |
| Bradlees P/Lot | 0 | 2 | 0 | 1 | 3 |
| Brenda Ln. | 0 | 0 | 1 | 0 | 1 |
| Bruce St. | 0 | 0 | 0 | 1 | 1 |
| Burl Mall P/Lot | 4 | 74 | 54 | 17 | 149 |
| Burl Woods Dr. | 1 | 2 | 1 | 0 | 4 |
| Burlington St. | 0 | 0 | 1 | 0 | 1 |
| Busa P/Lot | 0 | 0 | 3 | 2 | 5 |
| Cambridge St. | 27 | 187 | 117 | 4 | 335 |
| Carey Av. | 0 | 2 | 0 | 0 | 2 |
| Carlton Av. | 0 | 2 | 0 | 0 | 2 |
| Cedar St. | 0 | 1 | 0 | 0 | 1 |
| Center St. | 1 | 8 | 8 | 0 | 17 |
| Chandler Rd. | 0 | 0 | 1 | 0 | 1 |
| Chester Av. | 1 | 0 | 0 | 0 | 1 |
| Chestnut Av. | 0 | 0 | 1 | 0 | 1 |
| Chili's P/Lot | 0 | 1 | 0 | 0 | 1 |
| Church Ln. | 0 | 2 | 2 | 0 | 4 |
| Corp. Place P/Lot | 1 | 0 | 0 | 0 | 1 |
| Crossroads P/Lot | 0 | 1 | 3 | 0 | 4 |
| Crowley Rd. | 1 | 1 | 0 | 0 | 2 |
| Dandelion P/Lot | 0 | 1 | 0 | 0 | 1 |
| Days Inn P/Lot | 1 | 0 | 0 | 0 | 1 |
| Demone Dr. | 0 | 1 | 0 | 0 | 1 |
| Donald Rd. | 1 | 0 | 0 | 0 | 1 |
| Drake Rd. | 1 | 0 | 0 | 0 | 1 |
| Dunkin Don. P/Lot | 0 | 0 | 0 | 1 | 1 |
| Edgemere Av. | 0 | 0 | 1 | 0 | 1 |
| Edwards Rd. | 0 | 1 | 0 | 0 | 1 |
| Evelyn St. | 0 | 0 | 1 | 0 | 1 |
| Fernglade Rd. | 1 | 0 | 0 | 0 | 1 |
| Fieldstone Dr. | 0 | 0 | 1 | 0 | 1 |
| Filene's P/Lot | 0 | 1 | 0 | 0 | 1 |
| Fourth Av. | 0 | 1 | 0 | 0 | 1 |
| Francis Wyman Rd. | 3 | 13 | 7 | 1 | 24 |
| Fred St. | 1 | 0 | 0 | 0 | 1 |
| Freeport Dr. | 0 | 0 | 1 | 0 | 1 |
| Gidley St. | 0 | 1 | 0 | 0 | 1 |
| Glen Av. | 0 | 0 | 3 | 0 | 3 |
| Great Pines Av. | 0 | 1 | 0 | 0 | 1 |
| Harriet Av. | 0 | 2 | 0 | 0 | 2 |
| Hart St. | 1 | 1 | 0 | 0 | 2 |
| Hearthstone Dr. | 0 | 0 | 0 | 1 | 1 |
| Heather Dr. | 1 | 0 | 0 | 0 | 1 |
| Heritage Way | 1 | 0 | 0 | 0 | 1 |
| High School P/Lot | 1 | 1 | 0 | 0 | 2 |
| Hillcrest Rd. | 1 | 1 | 0 | 0 | 2 |
| Holden Av. | 0 | 1 | 1 | 0 | 2 |
| Humboldt St. | 0 | 1 | 0 | 0 | 1 |
| Jefferson Av. | 0 | 0 | 1 | 0 | 1 |
| K of C | 0 | 0 | 0 | 1 | 1 |
| Kimball Rd. | 1 | 0 | 1 | 0 | 2 |
| Lahey Clinic P/Lot | 2 | 13 | 0 | 0 | 15 |
| Lantern Lane | 0 | 1 | 0 | 0 | 1 |
| Leopold St. | 0 | 0 | 1 | 0 | 1 |
| Leroy Dr. | 0 | 1 | 1 | 0 | 2 |
| Lexington St. | 4 | 15 | 4 | 1 | 24 |
| Lincoln Knoll Rd. | 0 | 1 | 0 | 0 | 1 |
| Locust St. | 1 | 3 | 1 | 0 | 5 |
| Long St. | 1 | 1 | 1 | 0 | 3 |
| Lowell St. | 1 | 0 | 0 | 0 | 1 |
| Luther Rd. | 0 | 1 | 0 | 0 | 1 |
| Mall Rd. | 5 | 62 | 45 | 1 | 113 |
| Marrett Rd. | 0 | 1 | 0 | 0 | 1 |
| Marriott Hotel | 1 | 2 | 1 | 0 | 4 |
| Marshall Simonds | 0 | 0 | 1 | 0 | 1 |
| Maryvale Rd. | 0 | 1 | 0 | 0 | 1 |
| MCC P/Lot | 0 | 0 | 0 | 1 | 1 |
| McGinnis Dr. | 0 | 0 | 1 | 0 | 1 |
| Meadow Rd. | 0 | 3 | 2 | 1 | 6 |
| Mellin St. | 1 | 0 | 0 | 0 | 1 |
| Middlesex Mall | 0 | 7 | 6 | 0 | 13 |
| Middlesex Tp. | 15 | 111 | 90 | 10 | 226 |
| Mill St. | 2 | 10 | 3 | 0 | 15 |
| Mohawk Rd. | 0 | 0 | 1 | 0 | 1 |
| Mooney Rd. | 0 | 0 | 1 | 0 | 1 |
| Moss St. | 0 | 1 | 0 | 0 | 1 |
| Mountain Rd. | 0 | 1 | 2 | 0 | 3 |
| Muller Rd. | 0 | 3 | 3 | 0 | 6 |
| N.E. Exec. P/Lot | 1 | 2 | 1 | 1 | 5 |

| Street | 12:01 AM-08:00 AM | 08:01 AM-04:00 PM | 04:01 PM-Midnight | Unknown | Totals |
|---|---|---|---|---|---|
| Northeastern U. | 1 | 1 | 0 | 0 | 2 |
| Old Colony Rd. | 0 | 1 | 0 | 0 | 1 |
| Olympian Wy. | 0 | 1 | 0 | 0 | 1 |
| Oxbow Ln. | 0 | 1 | 0 | 0 | 1 |
| Peach Orchard Rd. | 4 | 2 | 3 | 0 | 9 |
| Pearl St. | 0 | 0 | 1 | 0 | 1 |
| Phillip Av. | 0 | 0 | 1 | 0 | 1 |
| Phyllis Av. | 0 | 0 | 2 | 0 | 2 |
| Pine Glen Wy. | 0 | 1 | 0 | 0 | 1 |
| Post Office P/Lot | 0 | 1 | 0 | 0 | 1 |
| Prouty Rd. | 0 | 2 | 1 | 0 | 3 |
| Ray Av. | 2 | 0 | 1 | 0 | 3 |
| Rita Av. | 0 | 1 | 0 | 0 | 1 |
| Rt.128 | 14 | 61 | 81 | 3 | 159 |
| Rt.128N | 3 | 3 | 12 | 0 | 18 |
| Rt.128S | 1 | 8 | 4 | 1 | 14 |
| Rt.3 | 10 | 15 | 10 | 0 | 35 |
| Rt.3N | 0 | 1 | 0 | 0 | 1 |
| Rt.3S | 1 | 1 | 1 | 0 | 3 |
| Rt.62 (UNK) | 1 | 4 | 3 | 0 | 8 |
| Sears St. | 0 | 0 | 1 | 0 | 1 |
| Second Av. | 0 | 3 | 0 | 0 | 3 |
| Simonds Park | 0 | 0 | 1 | 0 | 1 |
| Skilton Ln. | 0 | 2 | 2 | 0 | 4 |
| So. Bedford St. | 0 | 10 | 6 | 1 | 17 |
| South Av. | 0 | 1 | 0 | 0 | 1 |
| Sparhawk Dr. | 0 | 0 | 1 | 0 | 1 |
| Spring Valley Rd. | 0 | 1 | 0 | 0 | 1 |
| Stewart St. | 0 | 1 | 0 | 0 | 1 |
| Stoneybrook Rd. | 1 | 1 | 1 | 0 | 3 |
| Sunset Dr. | 1 | 0 | 0 | 0 | 1 |
| Taylor Av. | 0 | 0 | 1 | 0 | 1 |
| Terrace Hall Av. | 2 | 3 | 4 | 0 | 9 |
| Terry Av. | 0 | 1 | 1 | 0 | 2 |
| Third Av. | 0 | 3 | 0 | 0 | 3 |
| Tinkham Rd. | 0 | 1 | 0 | 0 | 1 |
| Treatment Plant | 0 | 1 | 0 | 0 | 1 |
| United Pres. Church | 0 | 0 | 0 | 1 | 1 |
| University Av. | 1 | 0 | 0 | 0 | 1 |
| Unknown | 5 | 38 | 27 | 9 | 79 |
| Upland Rd. | 1 | 3 | 3 | 0 | 7 |
| Van DeGraff Dr. | 0 | 0 | 0 | 1 | 1 |
| Vinebrook Plaza | 0 | 2 | 0 | 0 | 2 |
| Wall St. | 0 | 1 | 0 | 0 | 1 |
| Wayside Av | 2 | 0 | 1 | 0 | 3 |
| Wellesley Ave. | 0 | 1 | 0 | 0 | 1 |
| Wheeler Rd. | 1 | 2 | 1 | 3 | 7 |
| Wilmington Rd. | 3 | 12 | 10 | 0 | 25 |
| Winn St. | 22 | 53 | 76 | 1 | 152 |
| Winnmere Av. | 1 | 0 | 0 | 0 | 1 |
| Winona Rd. | 0 | 1 | 0 | 0 | 1 |
| Winter St. | 0 | 0 | 1 | 0 | 1 |
| Woodhill Rd. | 0 | 1 | 0 | 0 | 1 |
| | 184 | 845 | 669 | 67 | 1,765 |

## Accident/Injury Summary by Street
## For Period 12/16/91 - 12/15/92

| Street | # of Accidents | # Injured |
|---|---|---|
| A St. | 1 | 0 |
| Adams St. | 4 | 1 |
| Arboretum Way | 2 | 0 |
| Arlington Rd. | 1 | 0 |
| Arnold Tr. | 1 | 0 |
| Baron Park Ln. | 1 | 0 |
| Bay Bank P/Lot | 1 | 0 |
| Beacon St. | 7 | 3 |
| Beacon Village | 1 | 0 |
| Beaverbrook Rd. | 2 | 0 |
| Bedford St. | 82 | 19 |
| Birchcrest St. | 3 | 0 |
| Blackhorse Ln. | 1 | 0 |
| Blanchard Rd. | 6 | 2 |
| Bradlees P/Lot | 3 | 1 |
| Brenda Ln. | 1 | 1 |
| Bruce St. | 1 | 0 |
| Burl Mall P/Lot | 149 | 13 |
| Burl Woods Dr. | 4 | 0 |
| Burlington St. | 1 | 1 |
| Busa P/Lot | 5 | 1 |
| Cambridge St. | 335 | 111 |
| Carey Av. | 2 | 4 |
| Carlton Av. | 2 | 0 |
| Cedar St. | 1 | 0 |
| Center St. | 17 | 3 |
| Chandler Rd. | 1 | 0 |
| Chester Av. | 1 | 0 |
| Chestnut Av. | 1 | 0 |
| Chili's P/Lot | 1 | 0 |
| Church Ln. | 4 | 1 |
| Corp Place P/Lot | 1 | 0 |
| Crossroads P/Lot | 4 | 0 |
| Crowley Rd. | 2 | 0 |
| Dandelion P/Lot | 1 | 0 |
| Days Inn P/Lot | 1 | 1 |
| Demone Dr. | 1 | 1 |
| Donald Rd. | 1 | 2 |
| Drake Rd. | 1 | 0 |
| Dunkin Don. P/Lot | 1 | 0 |
| Edgemere Av. | 1 | 0 |
| Edwards Rd. | 1 | 1 |
| Evelyn St. | 1 | 0 |
| Fernglade Rd. | 1 | 0 |
| Fieldstone Dr. | 1 | 0 |
| Filene's P/Lot | 1 | 0 |
| Fourth Av. | 1 | 0 |
| Francis Wyman Rd. | 24 | 9 |
| Fred St. | 1 | 0 |
| Freeport Dr. | 1 | 0 |
| Gidley St. | 1 | 0 |
| Glen Av. | 3 | 1 |

| | | |
|---|---|---|
| Great Pines Av. | 1 | 0 |
| Harriet Av. | 2 | 1 |
| Hart St. | 2 | 0 |
| Hearthstone Dr. | 1 | 0 |
| Heather Dr. | 1 | 0 |
| Heritage Way | 1 | 0 |
| High School P/Lot | 2 | 1 |
| Hillcrest Rd. | 2 | 0 |
| Holden Av. | 2 | 1 |
| Humboldt St. | 1 | 1 |
| Jefferson Av. | 1 | 0 |
| K of C | 1 | 0 |
| Kimball Rd. | 2 | 0 |
| Lahey Clinic P/Lot | 15 | 0 |
| Lantern Lane | 1 | 0 |
| Leopold St. | 1 | 0 |
| Leroy Dr. | 2 | 0 |
| Lexington St. | 24 | 6 |
| Lincoln Knoll Rd. | 1 | 0 |
| Locust St. | 5 | 0 |
| Long St. | 3 | 1 |
| Lowell St. | 1 | 0 |
| Luther Rd. | 1 | 0 |
| Mall Rd. | 113 | 25 |
| Marrett Rd. | 1 | 1 |
| Marriott Hotel | 4 | 0 |
| Marshall Simonds | 1 | 0 |
| Maryvale Rd. | 1 | 0 |
| MCC P/Lot | 1 | 0 |
| McGinnis Dr. | 1 | 0 |
| Meadow Rd. | 6 | 1 |
| Mellin St. | 1 | 0 |
| Middlesex Mall | 13 | 1 |
| Middlesex Tp | 226 | 70 |
| Mill St. | 15 | 5 |
| Mohawk Rd. | 1 | 0 |
| Mooney Rd. | 1 | 0 |
| Moss St. | 1 | 0 |
| Mountain Rd. | 3 | 0 |
| Muller Rd. | 6 | 3 |
| N.E. Exec P/Lot | 5 | 1 |
| Northeastern U. | 2 | 0 |
| Old Colony Rd. | 1 | 1 |
| Olympian Wy. | 1 | 0 |
| Oxbow Ln. | 1 | 0 |
| Peach Orchard Rd. | 9 | 0 |
| Pearl St. | 1 | 0 |
| Phillip Av. | 1 | 0 |
| Phyllis Av. | 2 | 0 |
| Pine Glen Wy. | 1 | 0 |
| Post Office P/Lot | 1 | 0 |
| Prouty Rd. | 3 | 3 |
| Ray Av. | 3 | 0 |
| Rita Av. | 1 | 1 |
| Rt.128 | 159 | 50 |
| Rt.128N | 18 | 9 |
| Rt.128S | 14 | 4 |
| Rt.3 | 35 | 8 |
| Rt.3N | 1 | 0 |
| Rt.3S | 3 | 1 |
| Rt.62 (UNK) | 8 | 2 |
| Sears St. | 1 | 0 |
| Second Av. | 3 | 0 |
| Simonds Park | 1 | 0 |
| Skilton Ln. | 4 | 0 |
| So. Bedford St. | 17 | 6 |
| South Av. | 1 | 0 |
| Sparhawk Dr. | 1 | 0 |
| Spring Valley Rd. | 1 | 0 |
| Stewart St. | 1 | 0 |
| Stoneybrook Rd. | 3 | 0 |
| Sunset Dr. | 1 | 0 |
| Taylor Av. | 1 | 0 |
| Terrace Hall Av. | 9 | 1 |
| Terry Av. | 2 | 0 |
| Third Av. | 3 | 0 |
| Tinkham Rd. | 1 | 0 |
| Treatment Plant | 1 | 0 |
| United Pres. Church | 1 | 0 |
| University Av. | 1 | 0 |
| Unknown | 79 | 23 |
| Upland Rd. | 7 | 1 |
| Van DeGraff Dr. | 1 | 0 |
| Vinebrook Plaza | 2 | 0 |
| Wall St. | 1 | 0 |
| Wayside Av. | 3 | 1 |
| Wellesley Ave. | 1 | 0 |
| Wheeler Rd. | 7 | 6 |
| Wilmington Rd. | 25 | 11 |
| Winn St. | 152 | 66 |
| Winnmere Av. | 1 | 0 |
| Winona Rd. | 1 | 0 |
| Winter St. | 1 | 0 |
| Woodhill Rd. | 1 | 0 |
| TOTALS | 1,765 | 488 |

**Motor Vehicle Citations Issued for Calendar Year 1992:**

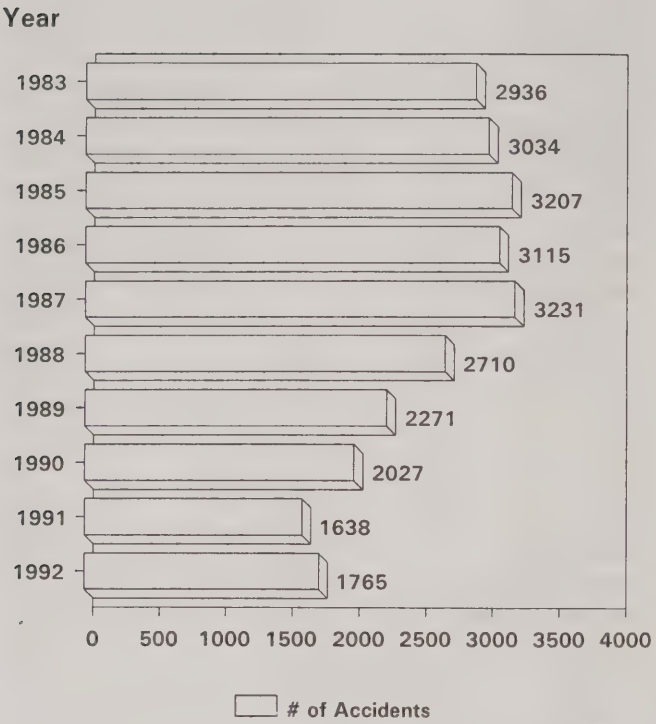
| | |
|---|---|
| Total Number of Citations | 1,916 |

**Citation Breakdown**

There may be up to four charges on each citation. Thus, the totals below will reflect a higher number than the actual number of physical citations. The categories are as follows:

| | |
|---|---|
| Written Warnings | 939 |
| Non-Criminal Citations | 1,054 |
| Criminal Complaints | 99 |
| Arrests from M/V Stops | 138 |
| **Parking Tickets** | |
| Total Number of Parking Tickets Issued | 624 |
| Total Amount of Fines from Parking Tickets | $14,960 |

# 10 Year Accident Totals




# FIRE DEPARTMENT

## DEPARTMENT ROSTER

**FIRE CHIEF**
Paul Thibault

**ASSISTANT FIRE CHIEF**
*Leo Pouliot

**CAPTAINS**

| | | |
|---|---|---|
| Edward Costa | *William Devereaux | *Michael Nolan |

**LIEUTENANTS**

| | | |
|---|---|---|
| *Alfred Brabant | *George Clark | Paul Gerbrands |
| *Kevin Browne | Joseph Doran | Donald Robinson |
| *Scott Carpenter | | *Charles White |

**FIRE PREVENTION OFFICER**
*Al Fay

**FIRE ALARM INSPECTOR**
Joseph Butler

**MECHANIC**
Walter DeCost

**PRINCIPAL CLERKS**

| | |
|---|---|
| Joanne Arbing | Mary Fay |

**FIREFIGHTERS**

| | | |
|---|---|---|
| *Gary Arbing | James Hapenney | *Michael Patterson |
| * Michael Bibbey | *Richard Hovasse | *Robert Paul |
| *Timothy Browne | *John Hunt | *Raymond Perry |
| Lee Callahan | Frederick Keene | *Lucien Pouliot |
| *William Callahan | *Ronald Kullman | *John Price |
| *Gary Cauldwell | *Gerard Letendre | *Leonard Sawyer |
| *John Corbett | *Donald MacDonald | *James Sherman |
| Thomas Corbett | *Peter McAnespie | *John Skinner |
| *George Creamer | *Paul McLaughlin | *David Sullivan |
| Michael Donahue | *Edgar McLean | *Paul Sullivan |
| James Fay | John Norden | *Fred Williams |
| *Gerard Hanafin | *Lawrence Pacios | *Steven Yetman |
| | *Michael Hanafin | |

**CIVILIAN DISPATCHERS**

| | |
|---|---|
| Elaine Carpenter | *Michael Runyan |
| *Clifford Comeau | Christine Wood |

*Department EMT's

### FIRE CHIEF

The Fire Department continues to experience an increasing demand for services as 1992 fire and ambulance responses of 4,279 show an increase of 11% over 1991. Services provided by the Department involving building inspection, code enforcement, plan review, public education and training along with other community services have also increased.

This past year the Department lost an outstanding individual, Deputy Chief Philip Pollicelli, in a long term battle with cancer. Deputy Pollicelli served on the Fire Department since 1964 and prior to that he worked for the Water Department. He was well known in the Town as he also served on the Board of Health, the Burlington Municipal Employees Credit Union and many other civic organizations. Deputy Pollicelli was well known in the fire service being an officer and leader in establishing Burlington as a member of the International Association of Fire Fighters (IAFF). He also served at the state level as Historian and Legislative Agent for the Professional Fire Fighters of Massachusetts (PFFM). Deputy Pollicelli will be missed and his accomplishments over the last two decades will be long remembered.

The Department had three retirements this past year: Deputy Chief Lawrence Rice retired after 25 years of service. Deputy Rice served as Acting Chief during the interim period of Chief Crawford's retirement and Chief Thibault's appointment. He was appointed Lieutenant in 1971 and appointed Deputy Chief in 1973. We hope he will enjoy his retirement and new endeavors. Firefighter Douglas Hyde retired after 25 years of service after suffering a heart attack in 1991. We hope retired Firefighter Hyde will continue on in his adjusted life-style and remain in good health enjoying his retirement. Firefighter Daniel Willette retired in June of 1992 from a disabling condition. He served the Town for 24 years as a Firefighter and on the Depart-

ment of Public Works. Our appreciation to those who have dedicated so much of themselves to the Town, may they enjoy their retirement.

There were no new appointments made during 1992. However, we hope to fill all existing vacancies in early 1993.

The Department, working with the 9.1.1 Committee, continued with its implementation of enhanced 9.1.1, reviewing streets and business listings.

The growth of the Town over the last several decades has resulted in many changes to our traffic control system. In particular, the number of traffic lights along major access roads. This past year the Department was successful in obtaining funds to provide fire equipment with an Emergency Priority Traffic Control. The Department goal is to see that all traffic signals and emergency vehicles in the Town are equipped with an Emergency Priority Traffic Control device. The device becomes part of every traffic signal in the Town. Emergency vehicles responding to life threatening incidents will be provided with a green light in their direction of travel. These devices are in place in many communities here and throughout the country. It is important to provide a timely and safe response to life threatening situations since every minute could mean the difference between life or death. This project is expected to take years to complete; however, we are hopeful to have many of the signaled intersections completed in the next several years.

Even with a decline in employment in the state economy and businesses closing, Burlington continues to adjust to new growth with many vacant buildings remodeled and filled with tenants. The commercial and industrial area along the Middlesex Turnpike, Mall Road and Route 128 in Station Two's district continues in demand for services, with better than half of the incidents happening in this area.

The Department ambulance was scheduled to be replaced during fiscal '92; however, it was postponed then and postponed again in fiscal '93. Both ambulances experienced breakdowns during 1992, several times requiring the Department to borrow an ambulance from our neighboring community in order to maintain our ability to respond to life threatening incidents. We were fortunate in that we were able to have either Rescue 1, Rescue 2, or both in service through most of 1992. We are hoping to replace the 1985 ambulance during 1993.

The Department would like to thank Burlington's Board of Selectmen, Planning Board and all those who have worked with us in providing service to the citizens of Burlington and protecting their lives and property.

Respectfully submitted,

Chief Paul R. Thibault, Jr.

## HAZARDOUS MATERIALS

The Burlington Fire Department Hazardous Materials Response Team has just completed its fourth full year of operation, maintaining the same number of team members (16), consisting of firefighters and officers, under the direction of Assistant Chief Leo Pouliot. Training meetings are still held bimonthly, covering science, research, equipment familiarizations, and equipment monitoring. Also included in training are the running of dexterity drills and mock drills, as well as guest speakers and instructors to enhance our training by their expertise.

The team is still meeting and visiting Burlington businesses that use, store, and transport hazardous materials. We are finding that this is working well and helping both parties in dealing with potential hazardous material accidents. Businesses know what to expect from us, and we know what to expect from businesses, all of which creates a smoother atmosphere.

In keeping up with new training and operating procedures, the Department has called in experts outside the department to raise our level of expertise. We have had Phil McArdle, of the Hazardous Materials Team of the New York City Fire Department, and of the National Fire Academy, to instruct our team in an 80 hour course.

This course, entitled "Hazardous Materials Operating, Site Practices", dealt with practices used at a Haz-Mat site. The course consisted of classroom and practical work, along with two mock drills. We found that this two-week course has built up the team's expertise and confidence in dealing with hazardous materials.

There were over 50 hazardous material responses this past year, which included spills, leaks, and investigations of hazardous material emergencies. Fortunately, we didn't have the incidents that we had last year, but I think that's a tribute to our ongoing training programs, which include the business community. In the year ahead, I expect the Haz-Mat team, as well as the whole department, to continue to work with the businesses and the public to maintain a safe environment.

## TRAINING PROGRAM

This past year the firefighters force has been participating in extensive weekly training programs coordinated by Captain William Devereaux and Captain Michael Nolan. Both Officers are Certified Instructors Level I through the Massachusetts Fire Academy in Stow, Massachusetts.

Captain Devereaux is assigned to coordinate all fire suppression training. The fire suppression force has been preparing and recently completed IFSTA 1001 Training Standard. The Department fire suppression force will be tested by the Massachusetts Fire Academy in early 1993. This will meet the NFPA Professional Fire Fighters Level I and II.

In the past year the fire suppression force has also been participating in extensive fire training and rescue courses through combined training with the M.B.T.A.,Electric and Gas Companies. The mission of this training is to acquaint the Department members with fire and rescue problems of an unusual occurrence.

Special thanks to those companies who provided special training and those whose facilities were used for training.

## AMBULANCE

1992 was an extremely busy year for the Burlington Fire Department ambulances and the Firefighters/Emergency Medical Technicians who man them. Burlington Fire Department responded to 1,357 medical calls in 1992. This was an increase of 19% from the previous year. Rescue 1, the Town's primary ambulance, responded to 979 calls while Rescue 2 responded to 335 calls.

The beginning of the year found the Fire Department increasing the level of its ambulance licensure to an Enhanced Basic Life Support status in order to raise the level of care we can provide to the people we serve. This new level of care allows E.M.T's the ability to use cardiac defibrillators for victims of cardiac arrest. The Fire Department now has 30 E.M.T's certified in the use of its two defibrillators. The survival rate of cardiac arrest patients greatly increased from a 2 - 4% survival rate with standard C.P.R. to approximately 45%. Of those patients who survived, 60% were able to walk out of the hospital due to the fact that citizen C.P.R. was being performed prior to the arrival of Burlington Fire Department E.M.T's.

The Burlington Department has reached its goal of certifying 150 citizens in C.P.R. this year, averaging 15 persons per class, and has set that same goal of 1993. The Burlington Fire Department E.M.T.'s have volunteered their time to this certification program.

The Burlington Fire Department is still in the process of raising funds from local businesses to purchase 5 more defibrillator units. We now have 2 units in service at this time and would like to have a unit on each piece of responding apparatus in case the ambulances are tied up at another call. The Burlington Fire Department would like to thank those local businesses who have helped in this effort.

With extremely tight budget constraints the past several years the need still exists to purchase specialized equipment for our pediatric patients. We hope to accomplish these goals, as well as conducting a C.P.R. marathon to certify approximately 300 citizens.

## AMBULANCE REPORT

| | |
|---|---|
| Total Ambulance Responses: | 1,357 |
| Rescue 1 | 979 |
| Rescue 2 | 335 |
| Mutual Aid Responses | 43 |
| Patients Transported to Medical Facilities | 1,044 |
| Burlington Residents | 518 |
| Non-Residents | 526 |
| Patients refusing to be treated and/or transported for their injury or illness | 597 |

**BURLINGTON LOCATIONS**

| | |
|---|---|
| Churches/Schools | 20 |
| Doctors' Offices | 6 |
| Fire Headquarters (walk-ins) | 12 |
| Hotels | 25 |
| Other Locations: (Examples: Street/Highway, Parks, Playgrounds, Fields, Parking Lots) | 321 |
| Places of Employment | 51 |
| Police Headquarters | 18 |
| Residential (Burlington) | 520 |
| Stores/Restaurants | 164 |

**TYPES OF CALLS**

| | |
|---|---|
| Accidents | 443 |
| Cardiac Arrest | 27 |
| Cardiac Disorders | 113 |
| C.V.A. | 21 |
| Diabetic | 30 |
| D.O.A. | 3 |
| Illnesses (Various) | 100 |
| OB/Gyn | 8 |
| Overdose/Poisoning | 17 |
| Psychiatric | 16 |
| Respiratory | 107 |
| Seizures | 44 |
| Suicides (Attempted) | 4 |
| Trauma | 175 |
| Unconscious | 44 |

**MUTUAL AID TO**

| | |
|---|---|
| Billerica | 32 |
| Bedford | 14 |
| Lexington | 3 |
| Wilmington | 2 |
| Woburn | 15 |

**MUTUAL AID FROM**

| | |
|---|---|
| Billerica | 3 |
| Bedford | 7 |
| Lexington | 10 |
| Wilmington | 1 |
| Woburn | 22 |

## RESCUE - FIRE EXPERIENCE RECORD

### January 1, 1992 — December 31, 1992

| | JAN. | FEB. | MAR. | APR. | MAY | JUN. | JUL. | AUG. | SEP. | OCT. | NOV. | DEC. | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **ACCIDENTS:** | | | | | | | | | | | | | |
| Motor Vehicles | 25 | 21 | 21 | 26 | 22 | 27 | 29 | 26 | 32 | 31 | 42 | 41 | 343 |
| Pedestrians | 0 | 0 | 0 | 0 | 1 | 0 | 2 | 1 | 1 | 2 | 3 | 2 | 12 |
| **ALARMS:** | | | | | | | | | | | | | |
| Accidental | 16 | 6 | 14 | 16 | 13 | 9 | 15 | 16 | 17 | 20 | 21 | 15 | 178 |
| False | 10 | 5 | 4 | 1 | 9 | 5 | 5 | 4 | 5 | 3 | 5 | 6 | 62 |
| System Malfunction | 23 | 18 | 23 | 24 | 14 | 21 | 36 | 19 | 23 | 31 | 29 | 20 | 281 |
| **FIRES:** | | | | | | | | | | | | | |
| Apartments | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 3 | 3 | 2 | 0 | 11 |
| Appliances | 6 | 4 | 6 | 5 | 3 | 2 | 1 | 8 | 2 | 6 | 1 | 6 | 50 |
| Brush, Grass, Wood | 3 | 2 | 7 | 12 | 15 | 8 | 6 | 2 | 3 | 7 | 1 | 2 | 68 |
| Business/Office | 1 | 0 | 2 | 1 | 0 | 1 | 0 | 1 | 0 | 1 | 2 | 1 | 10 |
| Church/School | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Dumpster/Trash | 4 | 2 | 1 | 1 | 1 | 3 | 4 | 1 | 3 | 3 | 0 | 5 | 28 |
| Hospital | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 2 |
| Hotel/Motel | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Industrial/Manufacturing | 1 | 1 | 1 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 5 |
| Motor Vehicle | 5 | 8 | 8 | 5 | 5 | 8 | 9 | 11 | 7 | 12 | 1 | 7 | 86 |
| Residential | 3 | 2 | 3 | 0 | 1 | 1 | 2 | 2 | 1 | 0 | 0 | 4 | 19 |
| Storage Areas (garage/sheds) | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 3 |
| Store/Restaurant | 0 | 0 | 2 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 3 |
| **HAZ-MAT:** | | | | | | | | | | | | | |
| Spill Leaks, Odors, Vapors | 3 | 5 | 7 | 5 | 7 | 2 | 2 | 2 | 5 | 8 | 6 | 5 | 57 |
| Wires (arcing, burning, lines down) | 1 | 2 | 2 | 3 | 1 | 6 | 6 | 5 | 6 | 3 | 1 | 26 | 62 |
| **INSPECTIONS:** | | | | | | | | | | | | | |
| Fire Drills | 0 | 0 | 0 | 0 | 3 | 1 | 2 | 3 | 0 | 4 | 0 | 0 | 13 |
| In-Service | 4 | 5 | 6 | 13 | 3 | 4 | 21 | 6 | 6 | 1 | 16 | 8 | 93 |
| Investigations | 17 | 20 | 13 | 10 | 12 | 12 | 16 | 18 | 16 | 25 | 21 | 34 | 214 |
| Smoke Detectors | 10 | 19 | 16 | 28 | 19 | 22 | 25 | 33 | 18 | 23 | 30 | 21 | 264 |
| MEDICAL AID | 77 | 69 | 53 | 46 | 85 | 77 | 58 | 72 | 98 | 79 | 70 | 76 | 860 |
| MUTUAL AID | 3 | 0 | 3 | 7 | 3 | 1 | 0 | 5 | 5 | 13 | 7 | 5 | 52 |
| **RESCUE:** | | | | | | | | | | | | | |
| Entrapments/Lockouts | 1 | 2 | 0 | 0 | 0 | 3 | 2 | 3 | 4 | 3 | 5 | 3 | 26 |
| ASSISTANCE | 14 | 17 | 15 | 15 | 9 | 13 | 14 | 9 | 12 | 9 | 17 | 16 | 160 |
| **TOTAL FIRE RESPONSES:** | 230 | 208 | 209 | 221 | 226 | 226 | 257 | 249 | 268 | 287 | 280 | 304 | 2,965 |

# PUBLIC WORKS

I hereby submit the Annual Report of the Department of Public Works for the year ending December 31, 1992.

Respectfully submitted,

Syamal N. Chaudhuri, P.E.
Superintendent of Public Works

## ADMINISTRATION

The rates charged for water and sewer services were increased effective July 1, 1992. This increase was necessary due to the increase in assessment from the MWRA. The total amount billed for water and sewer during 1992 was $4,043,860.59.

This section processed approximately 2,600 purchase orders for the seven divisions of the DPW.

We also received and recorded 530 customer service calls, which were forwarded to the divisions or the trash collector for follow up.

The administrative section also issued 189 street opening permits and 41 sewer permits. The fees for these permits have not changed.

The DPW continued its leaf collection and composting program. We purchased 40,000 biodegradable leaf bags which were distributed to the residents at cost thanks to the generosity of several local merchants who provided this service at no profit to themselves.

This section also handled the bidding for all large purchases of materials and services for Town projects and coordinated with the State agencies and consulting engineers relative to state grants and construction programs for street paving drainage and Water Treatment programs.

On March 27, 1992, Mr. Lenwood McRae, our Operations Manager, retired after 20 years of dedicated service to the DPW. We wish him happiness and long life to enjoy his leisure time.

Respectfully submitted,

Donald L. Reece
Administrative Assistant

## CEMETERY DIVISION

During the year 1992, the Cemetery personnel conducted 102 burials and sold 98 lots.

A new stockade fence was put up to replace the old one, and new rails were replaced on the post and rail fences.

The Engineering Department laid out 115 new grave sites; dead trees and limbs were cut down. Bushes and shrubs were trimmed; grass was cut as needed, and stones, flat markers, bushes, trees were also trimmed around. Foundations and veterans' markers were installed. Sprinkler system repairs were made and new types of heads were installed to cut down the cost of replacing the old types of heads, and all new gutters were installed on the building by cemetery personnel.

The Division utilized workers from the Veteran Administration in Bedford and summer help due to the work increase. The veterans once again displayed their eagerness to work, and did a great job for the Division.

Again this year I would like to thank the Veteran's Administration in Bedford, summer help, Town Departments and officials for providing help to keep the grounds at Chestnut Hill and the old burial grounds in great condition.

This year a Cemetery Oversight Committee was formed to help lay out the new cemetery and to discuss what improvements could be made to the two existing cemeteries. I would like to thank the members of the committee for their progress and diligence in planning for our future needs.

Respectfully submitted,

Harry E. Enos
Assistant Superintendent
Cemetery Division

## WATER AND SEWER DIVISION

**Special Projects:**

Francis Wyman Rd. — Installation of two new 60 H.P pumps and motors, check valves and controls to replace 50 H.P. motors and pumps that were over 20 years old and in need of repair. (Installation was accomplished by sewer personnel only.) A new 5 H.P pump was installed at Lexington Street Sewer Station, doubling the output of said station. Installed air vents and blowers in 11 sewer stations, also cubicle doors were installed at Francis Wyman and Grandview Avenue.

**Water Main and Hydrant Installation:**

Water main was extended and hydrant installed at the end of Mooney Circle to improve water quality in that area.

**Replacement of Hydrants:**

Hydrants were replaced at the following locations: Doris Avenue, Locust Street, Upland Road, Winn Street, Bedford Street, and B Street.

**Sewer Station Maintenance**

All starter controls were replaced with new, more efficient, controls and relays. Sewer station floors were scraped down, primed and painted with epoxy paint (3). This will increase their longevity. Also pumps, piping, and walls were painted. Air

compressors were rebuilt and modified to run more smoothly and accurately. All air lines from sewer station to wet wells were replaced to assure accurate levels for pump controls on and off. Also pump settings were modified to give more response time on alarm calls. Wet wells at all sewer stations were cleaned by use of vactor to enhance pump efficiency.

**Sewer Flushing Program:**

Sewer problem areas were flushed on a regular schedule to prevent future backups. A total of 29,432 Ft. of sewer lines were cleaned.

**Sewer Blocks:**

A total of 5,605 feet of additional sewer lines were cleaned.

**Sewer Emergencies:**

82 call backs of pump failures and power outages were reported.

**Stripped Water Meters:**

Used water meters were broken down and brought to a salvage yard. A total of 91 meters were stripped and $628.05 was returned to the Town Treasurer.

**Stopped Meter List:**

A total of 250 stopped meters over the past few years has been brought up to date and presently all stopped meters are replaced.

**Repair of Auxiliary Stand-By Pumps:**

Two six inch pumps and three four inch pumps used for emergencies have been rebuilt and are ready for use at this time.

**Water Statistics:**

| | |
|---|---|
| Water Breaks: | 20 |
| New Valves: | 37 |
| Locate Water Service | 52 |
| Raised Boxes: | 61 |
| Hydrants Installed: | 3 |
| Hydrants Repaired: | 38 |
| Hydrants Raised: | 3 |
| New Meters: | 152 |
| Water Taps: | 2 |
| Locate Sewer Service: | 50 |
| Water Off and On: (Plumbers Request) | 53 |
| Hydrants Flushed: | 1,052 |
| Hydrants Painted: | 490 |

Respectfully submitted,

Joseph C. Impemba
Assistant Superintendent
Water and Sewer Division

## CENTRAL MAINTENANCE DIVISION

Central Maintenance repairs and maintains not only all DPW and Police cruisers, it is also responsible for all vehicles at the Town Hall and Human Services Center, including the Senior Citizens van.

The Division has put a preventive maintenance program in place to help reduce the high cost of repairs. This includes a new parts room for easy access to stock needed for all the different size equipment that is utilized. Along with the parts room, a new office was built, taking the old one out of the garage where highway equipment is stored and providing space for updated records to be kept.

With no replacement of equipment and the December snow storm, an extreme strain was put on the already tired equipment, causing major repairs. The Central Maintenance staff worked around the clock trying to keep everything on the road. It was a valiant effort.

In closing, I would like to congratulate the personnel for a job well done; Allen Ferreira, William Hayes, and Paul Neilsen.

Respectfully submitted,

Dennis L. Chase
Assistant Superintendent
Central Maintenance

## ENGINEERING DIVISION

Following is a summary of the projects in which the Engineering Department participated during 1992:

**Pavement Management Program**

A total of twenty-eight (28) streets have been improved by grinding and paving with binder and 1-1/2" overlay, or paving with 1-1/2" overlay only. Drainage improvements were also considered in the overlay by crowning the road surface.

**Local Drainage**

The following drainage projects were completed:

Toner Drive
Chandler Road
Marjorie Road
Jackson Road
Alma Road

**Master Drainage**

The third and final phase of the master drainage improvements to the Ipswich River Basin system was designed and implemented by the Engineering staff. This primarily included the replacement of a storm drain in Beaverbrook Road consisting of a 7' x 2' box culvert and related pipe inlet and outlet improvements.

Phase II of the Lexington Street drainage improvements commenced this past summer, extending from Old Colony Road

to Spruce Hill Road. Included in the design of this system is a modification to the pavement width to make it more uniform.

Information and field data were obtained to prepare and design Phase III of Lexington Street.

**Stream Cleaning**

This program which began last year was carried forward this year. The success of this program is a result of the cooperation between the Conservation Commission and its staff and the Board of Selectmen through the Department of Public Works. The actual stream cleaning was conducted by the Highway Department forces.

**Simonds Park Toilet Facilities**

Specifications were drafted and construction drawings were prepared by the Engineering Department for the renovations and addition to the toilet facilities at Simonds Park. This project will make the toilet facilities at Simonds Park handicapped accessible and will provide for a concession area for the Recreation Department. Almost the entire project is being constructed by students from the Shawsheen Vocational/Technical High School at a substantial savings to the Town.

**Water Treatment Plant — Winter Street**

Permission was granted by the Mayor of the City of Woburn to connect the sewer servicing the water treatment plant facility to the Woburn portion of the M.W.R.A. System. Plans were prepared and all construction was coordinated by the Engineering Department for this project.

I would like to thank the following members of the Engineering Department Staff for their assistance and continued support:

| | |
|---|---|
| Dennis F. Fitzgerald | Senior Engineer |
| Alan .C Nelson | Senior Engineer |
| Ernest J. Spack | Subdivision Inspector |
| Peter A. Bandouveres | Part-time Clerk |
| Brian D. Polley | Co-op Student |

Respectfully submitted,

Pete G. Peters, P.E.
Town Engineer

## HIGHWAY DIVISION

The Highway Division conducted its routine maintenance of roadways, drainage easements, street signs, fences, guard rails and snow & ice removal from our road surfaces. Burlington experienced 6 storms during 1992. A total of 28 1/2 inches of snow fell in the area.

Following the winter season the Division expended many man hours repairing damage caused by winter plowing such as, replacing mail boxes, fences, installing berm, tree and shrub replacement, and installing guardrails.

The months of April and May were spent sweeping the streets of sand and debris. Sign vandalism continues to be a major problem. The cost of replacing vandalized or stolen signs exceeds $25,000. Efforts will continue to devise new methods of sign installation to deter vandalism.

In January, the Christmas tree chipping program began and about 1,960 Christmas trees were chipped with the help of the Recreation Maintenance. The remainder of the winter months, the Division spent many hours sanding, plowing and making temporary repairs to our road surfaces. The months of April and May were spent sweeping all sidewalks and the sweeper contractor swept all town streets.

Special Projects during these months included the following:

Flush drain lines of silt and debris
Brush cutting throughout town
Lane painting and crosswalk painting
Removal of silt and debris from our streams
Installation of driveway aprons on newly paved streets
Cleaning of all catch basins and drain manholes
Installation of three (3) new sidewalks: Cambridge Street between Great Pines and Animal Clinic, Middlesex Turnpike from Lord Baron to Daniel Drive, Burlington Mall Road from Stoney Brook to South Bedford Street.
Human Resource Building roadway was widened and a six inch machine berm installed opposite Senior Citizen wing.
Installed drain pipe on Wheeler Road, opposite 128 Corporate Place
Installed drain pipe on Meadow Road near water station

The following streets were reclaimed and/or resurfaced:

Lexington Street from Bedford Street to Old Colony Road
Wheeler Road from 128 Corporate Place to Middlesex Pike
Paulson Drive from Dorothy Road to Dorothy Road
Carey Avenue from Meadowvale Road to dead end
Center Street from Olympia Avenue to Bedford Street
Woodside Lane from James Street to dead end
Pine Ridge Road from Sandy Brook Road to Hilltop Drive
Brown Avenue from Sandy Brook Road to Lexington Street
College Road from Francis Wyman Road to Bedford Street
Brantwood Lane from Francis Wyman Road to dead end
Dunlap Street from Fairfax Street to Gayland Street
Gayland Street from Dunlap Street to dead end
Eisenhower Drive from Wilmington Road to dead end
Barnum Road from Foxhill Road to Donna Lane
Vincent Road from Foxhill Road to dead end
Jackson Road from Prouty Road to Gedick Road
Chandler Road from Mill Street to House #39
Toner Drive from Mill Street to Freeport Drive

Oxbow Lane from Mountain Road to dead end
Bassett Avenue from Beacon Street to dead end
Mill Street from Locust Street to Skilton Lane
Maud Graham Circle from Chadwick Road to Chadwick Road
Alma Road from Chestnut Avenue to dead end
Pontos Avenue from Cambridge Street to dead end
Bruce Street from Leroy Drive to dead end
Robert Street from Mill Street to Susan Avenue
Macon Road form Skelton Road to dead end
Mill Street from Town Line Road to Mallard Way installed level course
Human Resource Building-resurfaced parking area

The Department responded to 15 small gasoline and oil spills on our roadways.

On December 14/15, 1992, the Town experienced a storm that left 18" of heavy wet snow on the ground, causing the Board of Selectmen to call a State of Emergency.

During the last weeks of December and with the help of other DPW Divisions and Recreation, Highway delivered recycle bins to all residents for the Town's Recycling Program which starts on January 4, 1993.

Respectfully submitted,

William Bannon
Assistant Superintendent
Highway Division

## WATER TREATMENT DIVISION

The year 1992 was an off year for water production, probably due to a number of factors such as the economy (plant shut downs), water conservation, and the fact that this summer was a relatively cool and wet one. The daily average production was down almost 1 million gallons and the maximum day production was down 2 million gallons as compared to previous years.

A complicated pressure problem resulting in the construction of a booster station on Wellesley Avenue was completed in 1992. A joint effort between DPW staff and the consulting firm of Metcalf and Eddy resulted in the upgrading of the Water Distribution Analysis Program (WADSY) which helped considerably in the design of the booster station. It is hoped that this program will be fully updated in 1993 to include color graphics and training of plant personnel.

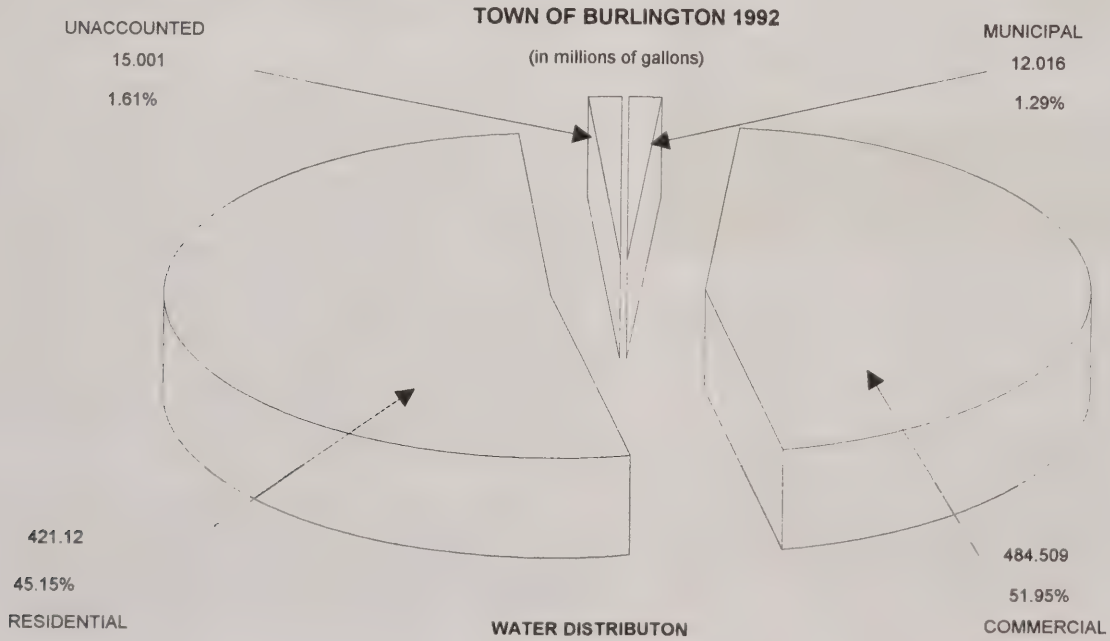
The Water Treatment Plant staff is working closely with the Boston Edison Company on energy conservation measures. The primary focus is the operation and efficiency of the High Lift Pumps but also includes all other processes that use electricity. The other focus of this study is the interfacing of the instrumentation system with plant operations so that time of day off peak energy consumption can be utilized.

Another problem that we thought was solved in 1992 was the contact time requirements mandated under the Safe Drinking Water Act.

While water production was down, this temporary lull allowed plant personnel to do repairs and inspections. I hope that 1993 will be as good as the year 1992.

Respectfully submitted,

William D. Keene
Water Treatment Plant Manager



## TOWN OF BURLINGTON YEAR IN STATISTICS

| | Wells | WTP | GWTP | Total | Div. Sta. | Rain |
|---|---|---|---|---|---|---|
| Jan | 20.011 | 49.067 | 0 | 69.078 | | 2.94 |
| Feb | 12.52 | 50.525 | 0 | 63.045 | 115.338 | 2.34 |
| March | 13.568 | 56.178 | 0 | 69.746 | 77.527 | 3.82 |
| April | 15.436 | 54.437 | 0 | 69.873 | 44.243 | 2.68 |
| May | 21.137 | 62.504 | 0 | 83.641 | 39.206 | 2.01 |
| June | 16.318 | 75.845 | 7.026 | 99.189 | 118.821 | 4.47 |
| July | 11.6 | 66.455 | 16.702 | 94.757 | 46.271 | 4.4 |
| Aug | 11.36 | 58.297 | 17.906 | 87.563 | 18.704 | 4.92 |
| Sept | 10.823 | 52.973 | 15.781 | 79.577 | 121.602 | 2.99 |
| Oct | 10.87 | 55.298 | 11.752 | 77.92 | | 2.38 |
| Nov | 15.417 | 51.377 | 0 | 66.794 | 89.234 | 4.7 |
| Dec | 16.257 | 55.206 | 0 | 71.463 | 56.757 | 6.82 |
| Total | 175.317 | 688.162 | 69.167 | 932.646 | 727.703 | 44.47 |

| | | | | |
|---|---|---|---|---|
| Total No. Services | 7160 | Daily Average | 2.555 | 6/30/92 |
| Gallonage Residential | 484.509 | High Day | 4.818 | 6/29/92 |
| Gallonage Commerica | 421.121 | High Week | 25.201 | 7/5/92 |
| Gallonage Municipal | 15 | | | |
| Total Gallonage | 920.63 | | | |
| Water Sold | None | | | |
| Unaccounted Gallons | 12.016 | | | |

**WATER VOLUME IS IN MILLIONS OF GALLONS**

# CONSERVATION COMMISSION



**Burlington Conservation Commissioners - Seated 1 to r: Stanley Murphy, Cynthia Burkhart, Catherine LeBlanc, Chair, Connie McElwain, Vice Chair; Standing 1 to r: Larry Cohen and John Crosby; Missing: Valorie Tobias, Treasurer.**

The Burlington Conservation Commission respectfully submits the following report of its activities during 1992. This report includes a summary of the regulatory activities during the year, a discussion of other Commission concerns, and graphics relating to individual inspections done on behalf of the Commission.

The Conservation Commission continues to meet regularly on the second and fourth Thursdays of every month. During the winter holiday season these dates may be adjusted to avoid conflicts. The public is invited to the Commission's meetings which begin with a time set aside to discuss any matter that is not included on the agenda. Special meeting notices and revised meeting schedules are posted in the Town Hall outside the Town Clerk's office. Meeting information is also be available by calling 617-270-1604.

The Burlington Conservation Commission was established in the late 1960s according to the guidelines laid down in Massachusetts General Laws, Chapter 40, Section 8C. Commissions are created to promote and develop natural resources and to protect watershed resources in the Town. With permission given by the Board of Selectmen and granted through Town Meeting, when applicable, the Commission may acquire interest in real property either through a donation or by purchasing the property. Acquisition of land by the Commission is generally related to protecting a valuable natural resource, such as a wetland, or to protect the Town's water supply. Recent acquisitions of land have been from donations by private individuals.

The regulatory function of the Conservation Commission is to administer the Wetlands Protection Act (Massachusetts General Laws, Chapter 131, Section 40). This Act recognizes the value of and provides legal protection for wetlands, water bodies,

and lands subject to flooding. Protection also extends to many coastal features in communities along the ocean. The Wetlands Protection Act is a complementary law to that which created Conservation Commissions. It recognizes the importance of natural resources and the need to protect them, benefiting the residents of the community. Too often the regulatory function of the Commission is erroneously viewed as an obstacle impeding a proposal with little thought given to the importance of the natural resource being protected.

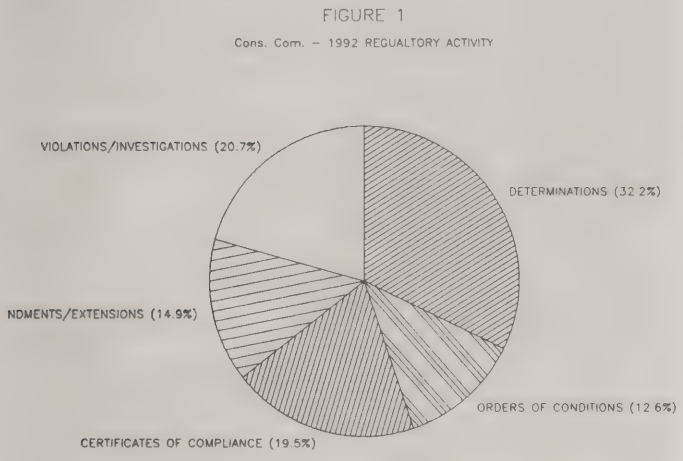



**Figure 1**

The regulatory activities of the Conservation Commission can generally be broken down into five categories. Five different activities are shown in the graph labeled Figure 1. Requests for a Determination of Applicability, also called "Determinations," are simple applications that define the extent of jurisdiction of the Conservation Commission with respect to a project. Most small projects, involving no work in a wetlands and/or little or no work in land subject to flooding, are acted upon in this manner without a further application and hearing, i.e., a Notice of Intent. In 1992, the number of determinations acted upon by the Conservation Commission increased. This process is a formal way to learn if all or part of a property is within an area regulated by the Wetlands Protection Act.

The filing of a Request for a Determination of Applicability may avoid the problem of a violation of the Act or By-law which results in a Notice of Violation or an Enforcement Order issued by the Commission. Unfortunately, the number of enforcement actions by the Conservation Commission increased in 1992. The Commission encourages people seeking to change grades, to engage in exterior construction activities, or otherwise conduct an activity that may change the property, especially in or near wet areas or in land subject to flooding, to first come to the Conservation Commission office and discuss the matter with the Conservation Staff. This helps to identity and resolve any problems in an expedient manner.

The Conservation Commission has its regulatory function in protecting wetlands, land around (and under) water bodies, and on land that floods. Figure 2, "1992 Conservation Commission

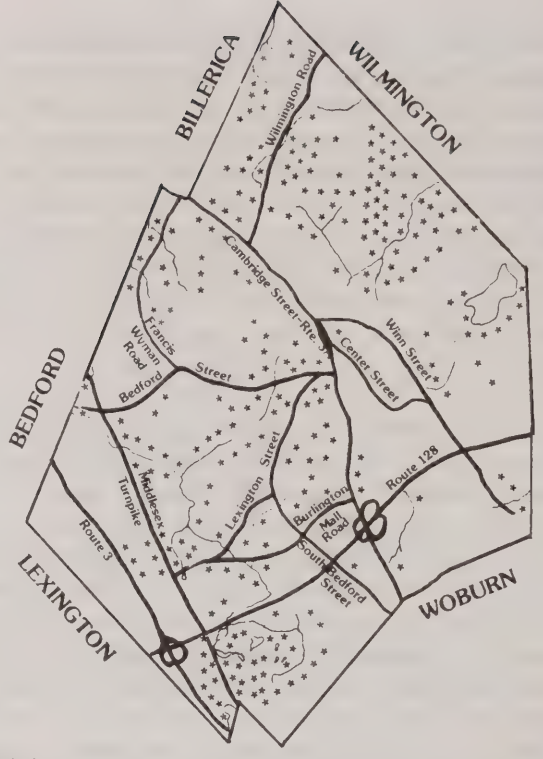



FIGURE 2
1992 CONSERVATION COMMISSION PROJECTS BY LOCATION

**Figure 2**

Projects by Location", shows the general project locations for those activities shown in Figure 1. The illustration clearly shows more reviews by the Commission near the streams located throughout Burlington.

The activities of the Staff in the Conservation Commission office includes making site inspections for a variety of reasons. The site inspections conducted in 1992 are summarized in Figure 3. As noted in the chart, the Staff also coordinates with other departments, including site inspections where more than one

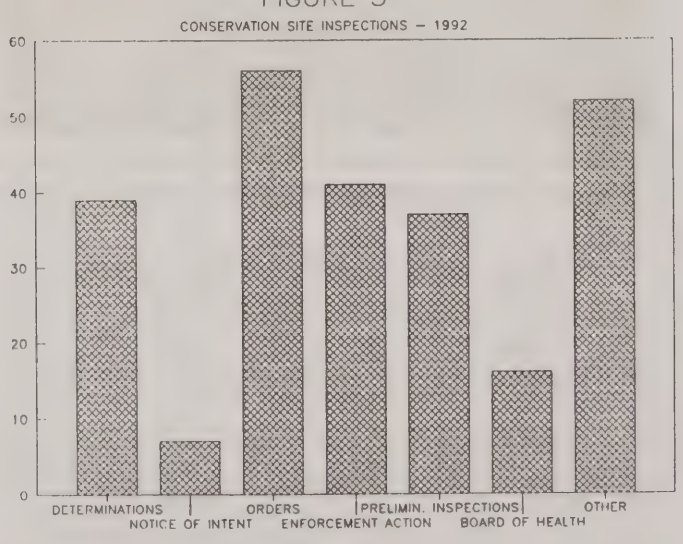



**Figure 3**

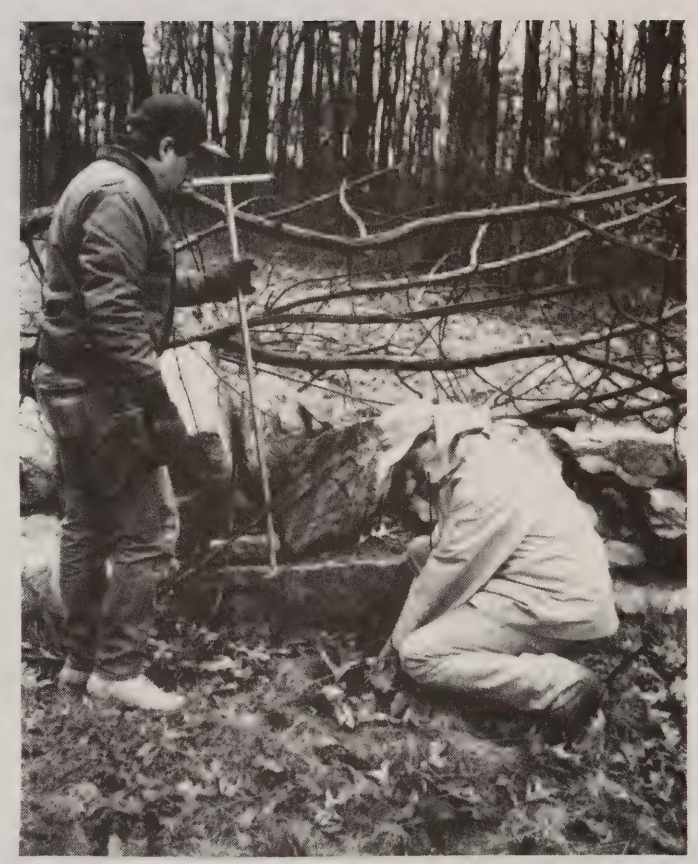
Board or Commission may have jurisdiction. The most common example of this type is when a person seeks to put fill on their property. The Board of Health has regulatory responsibility for this activity and, for those properties in or near resource areas, the Conservation Commission must also review the project. Seeking a Staff site inspection can help to avoid after-the-fact actions for work that has taken place without proper protection of the wetlands, land subject to flooding, or water bodies. The Conservation Administrator attempts to make site inspections in as timely a manner as possible upon being requested to do so by the applicable party.

The Conservation Commission has another important role as a protector of the watershed and natural resources. The Commission has an Intern position which is intended to provide assistance for this critical function. The Commission prepared mapping of the Conservation lands in the Town which is available at a number of public locations or by calling the Conservation office. This guide notes the rules for the proper use of Conservation lands and lists some of the points of access to the various properties. The Commission recently interviewed new Interns who will be responsible for working with these lands, seeking to increase the proper use of the properties, exploring access for all persons, and continuing steps to impede the abuse of the properties. The Conservation lands are available for passive recreation for all persons and the public is invited to use them for this purpose during daylight hours.



**Conservation Commissioners planting seedlings along the gas line easement in the Sawmill Brook Conservation Area 4-25-92.**

A gas transmission line passes through one of the Conservation lands known as the Saw Mill Brook land. The easement, at the intersection of Erin Lane and Thornton Drive, was cleared and disturbed during the recent upgrade of that transmission gas line. Since that time, the Boy Scouts, Cub Scouts, and thereafter, the Conservation Commissioners have been doing planting along the easement in an effort to restore the property. In April 1992, around the time of Earth Day, the Commissioners went out and planted a variety of seedlings obtained from the Middlesex Conservation District. Also, there was an Eagle Scout project



**Conservation Administrator B. Monahan, and Commissioner J. Crosby plant a seedling near the stone wall at the Sawmill Brook Conservation Area.**

done in 1992, which involved hanging and stocking bird feeders in this area. The Conservation Commission intends to continue to promote an annual Earth Day activity and to encourage volunteers and groups, such as the Scouts, to get involved in projects on the various conservation lands.

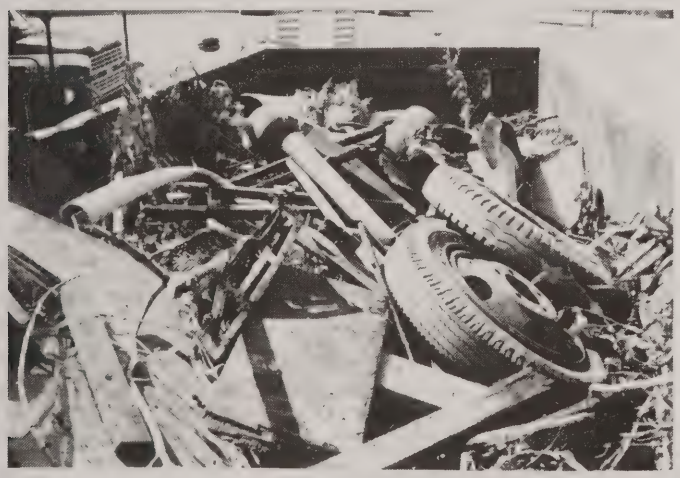
The hand stream cleaning program was funded by Town Meeting in May, 1992 and a second summer of work was conducted on a number of streams in Burlington. The funding appropriated has been increased to permit the program to begin in June, 1993. The hand stream cleaning is a joint effort of the Department of Public Works and the Conservation Commission involving improving the natural flow of various streams with only little disturbance of the banks. The volume of littered material removed from the channels was high again this summer. Tires, lumber, brush, toys, discarded equipment, and other debris were taken from most of the locations involved with this program. Dumping of these materials in the channel is illegal and can cause harm to others when the flow of water is unnaturally changed, impeded, or otherwise affected. An element of the hand stream cleaning program continues to involve this type of dumping that the Commission hopes to address through increased enforcement activities.

Hand stream cleaning also involves removing built up sediment from the various channels. Sand may get to the stream



**A bird feeder hung during the Eagle Scout project of J. Harrington, March, 1992.**

for a variety of reasons, including improper control of construction activities and sand washing from the drainage systems. Coordinating the removal of this material with the Department of Public Works equipment appears to be an effective stream maintenance activity. This requires regular remedial efforts which have been a part of the overall program. Certain areas may need to be dug annually given the volumes of runoff while smaller channels can be cleaned over longer periods of time. The Conservation office, as well as the Department of Public Works, maintains records of areas that need to be visited each summer. The continued summer cleaning program should promote better stream flows and avoid unnecessary flooding of properties.



**Trash removed from streams in Burlington during the summer hand cleaning program. Photograph was taken in the summer of 1992.**

The Conservation Commission also had some changes in staffing in 1992. Theresa Murphy, an Intern for more than a year, left the position in May. The Conservation Administrator was granted a ninety day unpaid leave of absence in June and Ms. Murphy filled that position for the duration of the Administrator's leave. The Commission is grateful to Theresa for both her work as an Intern and for her assistance during the period that Brian Monahan was on an unpaid leave. Theresa has assisted with many different Conservation Commission activities including preparation of the maps of the Conservation lands, computer and technical assistance, and preparation of various data bases that provide quick access to the various Conservation Commission files relating to their regulatory role. Theresa Murphy has also prepared the graphics for both the 1991 and 1992 Annual Reports. The Commission wishes her well in her future endeavors and thanks her for her time and efforts on behalf of the Conservation Commission.

Respectfully Submitted:

Burlington Conservation Commission
Catherine O. LeBlanc, Chairperson
Constance McElwain, Vice Chairman
Valorie Tobias, Treasurer
Cynthia Burkhart, Commissioner
Larry S. Cohen, Commissioner
John Crosby, Commissioner
Stanley J. Murphy, Commissioner
Brian J. Monahan, Conservation Administrator
Margaret Merlesena, Clerk
Marylee Everett, Recording Secretary

## BOARD OF APPEALS

The Board of Appeals of the Town of Burlington is created under Section 9.5.1 of the Zoning By-law, pursuant to Chapter 40A of the Massachusetts General Laws. The two alternate and five permanent members of the Board are appointed by the Town Administrator to unpaid terms of one and five years respectively. Its purpose is to hear and decide appeals from an adverse decision of the Building Inspector or any Town Board, to make determinations in Flood Hazard Districts, to hear and decide petitions for variances, in particular instances to permit signs in a Business or Industrial Zoning District larger than those specified in the Zoning By-law and, to issue comprehensive permits under MGL Chapter 40B.

The vast majority of cases heard by the Board are petitions for variances from strict compliance with the Zoning By-law. After giving notice, by mail, to the abutters of the affected parcel and giving notice to all others by newspaper publication, the Board holds a public hearing to hear all of the evidence either in favor of or in opposition to the granting of the variance.

In order to grant a variance from the strict requirements of the applicable zoning by-law, the Board must find the following:

1. That, owing to circumstances relating to the soil conditions, shape or topography of such land or structure which is the subject matter of the petition for a variance, and especially affecting such land or structure, but not affecting generally the zoning district in which it is located, a

literal enforcement of the provisions of the zoning by-law would involve substantial hardship, financial or otherwise, to the petitioner.

2. That desirable relief may be granted without substantial detriment to the public good.

3. That desirable relief may be granted without nullifying or substantially derogating from the intent and purpose of the by-law.

The burden upon the Board of Appeals is a great one and cannot be taken too lightly because the collective decision that it makes will have a lasting effect upon the Town and its citizens. It is the only Town Board with explicit authority given by the State Legislature to actually allow citizens to avoid complying with the law, in appropriate situations.

There is no set formula by which the Board can make its decisions so that every decision appears compatible with the other. What may be a substantial derogation of the intent and purpose of the zoning by-law in one petition may not be so in another. Consequently, it is difficult to compare any one decision of the Board with another. Each case must be treated individually and must stand on its own merits and not be decided by precedence.

The members of the Board of Appeals are pleased and honored to serve the Town and look forward to another successful year of dedicated service to its citizens.

Respectfully submitted,

Jayne Hyde — Chairman
Mario Culot — Vice Chairman
Franklin Pierce — Clerk
Edwin Kiley
Richard Howard
James Langley — First Alternate
Charles Rose — Second Alternate
Linda DiPrimio — Secretary

# BUILDING INSPECTOR

I herewith submit my report as Building Inspector for the year 1992. The number of permits issued and estimated value of construction are as follows:

| Types of Permits | Number of Permits | Estimated Value |
|---|---|---|
| New Dwellings | 36 | $2,910,000.00 |
| Commercial Structures | 2 | 307,000.00 |
| Residential Additions | 100 | 1,992,271.00 |
| Commercial Additions | 5 | 915,000.00 |
| Residential Alter/Remodel | 206 | 982,119.50 |
| Commercial Alter/Remodel | 168 | 11,996,392.46 |
| Residential Garages | 12 | 144,344.00 |
| Swimming Pools Inground/Above | 22 | 67,827.45 |
| Signs | 106 | 243,546.00 |
| Miscellaneous (tents, sheds, wood/coal stoves, kiosks, demolitions of structures & interior demolitions) | 64 | 681,015.75 |
| Town of Burlington | 3 | 13,100.00 |
| Temporary Mobile Home | 1 | 3,000.00 |
| TOTAL | 725 | $20,255,616.16 |

| | | |
|---|---|---|
| Estimated value of construction for the year 1992 | | $20,255,616.16 |
| Building permit fees posted | | $127,332.94 |
| Number of permits issued | | 725 |
| Reinspection fees & duplicate copy of Occupancy Permit/ Building Permit | 10 | $250.00 |
| Applications for Certificate of Inspection | | 19 |
| Fees collected for Certificate of Inspection | | $975.00 |

At the May, 1989 Town Meeting, the Town of Burlington adopted Massachusetts General Law, Chapter 40, Section 21D, entitled "Non-Criminal Disposition", empowering the Building Inspector, Plumbing/Gas Inspector, and the Wiring Inspector with authority to issue set fines on any person or property violating the Town of Burlington general by-laws and the Town of Burlington zoning by-laws.

| | |
|---|---|
| Non-criminal Tickets Issued | 12 |
| Warnings Issued | 1 |
| Court Order Dismissals | 0 |
| Fines Posted | $1,050.00 |
| Fines Paid | $200.00 |
| Fines Still Outstanding | $850.00 |

Respectfully submitted,

John J. Clancy
Inspector of Buildings

## WIRING INSPECTOR

I herewith submit my report as Wiring Inspector for the year 1992.

| | |
|---|---|
| Total Fees Posted | $24,534.95 |
| Number of Permits Issued | 630 |
| Total Number of Inspections Made | 1,026 |

Respectfully submitted,

William E. Fairweather
Inspector of Wires

## PLUMBING AND GAS INSPECTOR

I herewith submit my report as Plumbing and Gas Inspector for the year 1992.

**PLUMBING**

| | |
|---|---|
| Total Fees Posted | $15,985.00 |
| Number of Permits Issued | 367 |

**GAS**

| | |
|---|---|
| Total Fees Posted | $9,395.00 |
| Number of Permits Issued | 363 |

Total Number of Plumbing and Gas Inspections made 1,190

Respectfully submitted,

William Callahan
Inspector of Plumbing and Gas

## VETERANS SERVICES

**OFFICE HOURS**:
Monday through Friday 8:30 a.m. to 4:30 p.m.
Evenings by appointment

**RECEIPTS:**

| | |
|---|---|
| State reimbursements for 1992 | $32,062.58 |
| Federal VA awards for 1992 handled through our office | 41,724.00 |
| Number of veterans in Burlington in 1992 | 2,547 |

This office provides service in a variety of areas, among which are the following:

1. **VETERANS BENEFITS:** Massachusetts General Laws Chapter 115 grants eligible Burlington veterans and their dependents food, clothing, shelter and medical care. The costs of these benefits are borne 25% by the community and 75% by the State. In certain instances money is recovered from the veteran if he or she later receives compensation settlements, court judgments or other qualified proceeds. These benefits are intended to be temporary in nature and not a full time support system. The definition of veteran is provided in MGL Chapter 6A, Section 7, Clause 43 and in CMR 108, Section 3.03.

2. **VETERANS ADMINISTRATION**: U.S. Code, Title 38 directs federal benefits to eligible Burlington veterans and their families. These include pensions, disability compensation, final expenses, education, hospitalization, mortgage assistance, outpatient care and domiciliary care. Introduction, exploration, evaluation, assistance and counseling are offered at the local level to facilitate access to these programs.

3. **DECEASED VETERANS:** Assistance is offered to families of deceased veterans in reviewing available benefits, filing for government life insurance, obtaining burial allowances and markers, and obtaining burial lots in Chestnut Hill Cemetery.

   Each veteran's grave was inspected prior to Memorial Day with the help of Harry Enos and he is to be complimented for his excellent caretaking.

4. **GRAVES OFFICER:** Section 9 of Chapter 115 MGL requires flags of the United States to be placed on graves of deceased veterans each Memorial Day. Cooperation in this responsibility has always been afforded by the Town's Cemetery Department. Individual markers and wreaths are purchased for the graves and for the twenty commemorative monuments.

5. The Veterans Agent is a member of the Burlington Allied Veterans Council comprised of representatives of the

American Legion Post #273, VFW Post #7423, DAV Post #113 and the Burlington Detachment of the Marine Corps League. Much effort is put forth to insure proper observances of Memorial Day and Veterans Day The Council further conducts Poppy (Forget-Me-Not) sales through its member organizations at the Town's election site.

On Veterans Day 1992, the Council observed the occasion with a flag raising ceremony at the Town Common, with a cannon salute by the Burlington Artillery. The group then moved to the Prudential Realtor location where a 20' x 30' American Flag was raised to honor Persian Gulf veterans. The veterans and town residents then convened at the Burlington Museum (Bedford and Cambridge Streets) where a monument was placed to honor Robert A. Vigneau. A large gathering of townspeople were there to pay respect to Bob Vigneau for his many years of service to the Town, State, and outstanding military service.

Memorial Day 1992 was a successful event. The Air Force Band of New England from Hanscom Air Force Base, the Burlington High School Band, the Phoenix Drum & Bugle Corps and the Citations, along with the veterans groups and the Knights of Columbus, made for a great parade. The parade terminated at Chestnut Hill Cemetery where Brian O'Hearne, National Vice Commander of the Sons of the American Legion, gave a nice salute to all veterans past and present. The Burlington High School Band, the Phoenix Drum & Bugle Corps and the Citations performed excellently. Burlington is well proud of its young and older citizens for their support Memorial Day.

6. **VETERANS AFFAIRS:** Numerous consultations with local veterans regarding employment possibilities, rehabilitation through various programs including the State and Federal Outreach Centers, individual problems, effects of new legislative proposals, and updating of existing programs continue to claim a proportionate share of the time spent by this office. The recession in our area has increased the number of veterans out of work and searching for gainful employment. This office is also a member of the Middlesex County Veterans Agents Association which exists to keep its members up to date on the changing rules, regulations and statutes of the State and Federal governments as pertain to veterans and their dependents.

7. **DISABILITY ACCESS COMMISSION:** This office provides coordination between the Commission and the businesses and residents of Burlington. As the representative of the Selectmen to the Commission this office coordinates, schedules and keeps records of all Disability Access business. Also serves as the office receiving complaints regarding ADA/disability violations. The Commission was able in 1992 to raise the handicap parking violation to $100 from $25, get needed accessible entrances and handicap parking at the local schools and make town residents aware of disabled people. The questionnaire mailed to town residents regarding disabled residents was very informative and was very helpful to the Commission.

8. **HOME IMPROVEMENT LOAN PROGRAM:** In December 1992 Burlington was appointed a Local Rehabilitation Agency (LRA) by the Massachusetts Housing Finance Agency (MHFA) for the Home Improvement Loan Program (HILP). This means that in Burlington, one person households with income below $38,000 and two or more person households with income below $43,000 are eligible for a 5% interest loan to improve or rehabilitate their owner-occupied home (does not apply to renters). Loan applications must meet the criteria established by the MHFA. For detailed information inquire at this office.

9. **FUEL ASSISTANCE**: Eligible Burlington residents apply for this State/Federal program through this office. As of December 31, 1992 over 200 families will have received funds for the 1992/1993 fuel season.

10. **SURPLUS FOOD PROGRAMS:** This office, with volunteer help, distributed surplus food products to needy Burlington residents. Flour, corn meal, butter and other items were received by those who came. Further disbursements were made at Tower Hill and Birchcrest Arms. The offering is made through the Department of the Interior on a quarterly basis for those needy persons who are income or categorically eligible. The Recreation Department under Jim Marchese is to be commended for their services to this program by picking up the commodities in Wilmington and getting them here to the recipients. Miriam Malkasian, Paul Christiansen, Harold Smith and George Kepple faithfully assist, as well as others.

11. **PEOPLE HELPING PEOPLE:** This office also assists People Helping People, a non-profit organization governed by a Board of Directors and supported by funds and gifts for the greater Burlington Community to assist those less fortunate throughout the year. Well over 200 families were assisted in 1992.

12. **GENERAL:** Our offices are located at the Old Center School now numbered 61 Center Street — second floor — Room 212. We are pleased that we provide better surroundings for those persons who need our services, particularly those who may be with us to discuss a lost loved one or need counseling. We are located as part of the Human Services Building — Senior Citizens on the first floor, Recreation Department next door, Board of Health, Public Health Nurses and Burlington Community Life Center down the hall.

It is requested that appointments be made if at all possible to allow the most efficient allocation of time to these many programs. We are but a two person office and it requires us to plan

carefully to accommodate the various requests for veterans assistance, food distribution, civil service requisitions, etc.

Lastly, thanks again this year to all who have volunteered help in our programs, to the Veterans Administration, the State Office of Veterans Services, Harry Enos and the Cemetery Department, Jim Marchese and the Recreation Department, Steve Duke and the Civil Defense, Paul Arseneault and the custodians, Bob Lochiatto, Larry Rice and the Burlington Allied Veterans Council.

Respectfully submitted,
William J. Lewis, Director



**Raising the 20'x30' flag on Cambridge Street, Veterans' Day 1992** (Photo by Rick Karwan)

# DISABILITY ACCESS COMMISSION

The Disability Access Commission was established by the Burlington Board of Selectmen in 1991. With the passage of the Americans with Disabilities Act (ADA) on July 26, 1990, it became incumbent upon the town to form a commission to implement the ADA. Since becoming effective January 26, 1992, the Commission has been very active. The Commission is the overseer in town to insure that all public services come into compliance with ADA.

Don Rumrill and Judy Spano-Davis were elected co-chairpersons of the Commission. The nine-member Commission meets a minimum of once a month, depending upon the business to be conducted. One of the first items to be covered in 1992 was to insure that Title II of ADA was addressed. Title II deals with ADA requirements for State and Local Governments.

The Commission engaged an architect and then reviewed all municipal and school buildings to ensure that they were in compliance with the ADA requirements. Since the town had drawn up a master plan for modifying buildings to meet ADA, a decision was made to notify the School Department about plans to bring their buildings into compliance. This was done and Mr. Koutrouba, Director of Plants and Facilities for the School Department, is working on this project.

To ascertain the needs and requirements of the community, the Commission put together a questionnaire and sent it to all households in Burlington. Although only 3% of the surveys were returned, the Commission found the responses very enlightening. The data base resulting from the survey will be very useful for future Disability Access Commission projects. The survey indicated a need for raising the fine for violations of handicapped parking andgreater enforcement. The parking fine was raised to $100 per violation and approved by the Town Meeting in May of 1992. Sgt. Wm. Faria of the Burlington Police Department has been very helpful in seeing that this parking restriction is enforced and that violators are ticketed.

Sgt. Faria surveyed the Burlington Mall and public parking lots to see if the handicap parking was marked properly and also if there was handicap parking where required. Handicap parking was made a priority of the D.A.C.

The Disability Access Commission's function is to serve the community needs for the disabled. With this in mind the D.A.C has set its goals for next year. More handicap parking at the Burlington Mall and better enforcement of violations are a priority. Review of the Mall's accessibility for the disabled population will also be addressed. Insuring that the town buildings are as accessible as possible until they are all renovated will be an ongoing focus of the Commission.

The D.A.C. had a trying year in that co-chairperson Don Rumrill and member Eleanor Pearlman were forced to resign because of health reasons. Frances King was also unable to continue on the Commission. Recently appointed to fill the vacancies are Christine Monaco, Barbara Adler, Clifford Ward and Robert Emmert. John Hofferty and Clifford Ward were elected co-chairpersons for 1992-1993.

Respectfully submitted,

John Hofferty, Co-chairperson
Cliff Ward, Co-chairperson
Barbara Adler
Robert Emmert
Joseph Impemba
Christine Monaco
Judy Spano-Davis
Walter Sullivan
William Lewis, Coordinator

# COMMUNITY LIFE CENTER

The Burlington Community Life Center is a Town department with the responsibility for providing mental health and social services to families with adolescents and young adults. BCLC also provides information and referral services for ALL Burlington residents of any age.

The agency first operated in Burlington in 1972 under the name "House of Common." The Burlington Community Life Center has been in operation as a Town Department since 1974. In 1978, BCLC was given a mandate to provide counseling services to teenagers and their families.

The BCLC works with adults and young people on such diverse problems as drug and alcohol use, parenting skills, family conflict, marriage and relationship problems, depression and suicide, neglect and the like.

The BCLC offers individual, group, and family therapy services, and our philosophy is oriented toward involving entire families in treatment whenever possible. Since it is within the family that these problems are most acutely felt, and these same families often possess the best and most available resources to resolve these problems, we believe that family therapy is often the most useful and effective means of treatment.

Our services are available by referral or by personal contact with the BCLC staff during its office hours of 9:00 a.m. to 5 p.m. Mondays through Fridays (telephone #270-1961). Evening appointments may be scheduled for working family members, but must be arranged by contacting the BCLC offices during daytime hours.

During evening hours and on weekends, the BCLC's telephone answering machine will collect messages for BCLC staff members and refer callers to a 24-hour back-up emergency mental health service if there is an immediate crisis which cannot wait until staff are available.

**INTERDEPARTMENTAL/AGENCY COLLABORATION:**

BCLC staff work collaboratively with other Town departments and other mental health and social service agencies. This year we have, at the request of Jim Trentini of the school health department provided workshops on depression for sophomore health classes.

Peggi Stallings Durand, BCLC therapist, served with Mary Jo Brady, an active Burlington volunteer parent, as co-chair of the Town's Drug & Alcohol Task Force during the 91-92 academic year and were reelected as co-chairs to serve the 92-93 term.

Again this year, Peggi Durand and Charles Franich have worked very hard with theSchool Department, in particular, Ellie Packer, in developing a Peer Alcohol Education Program with over 75 juniors and seniors at the high school. These high schoolers then speak with between 200-250 seventh graders during several sessions in the Spring about the dangers of substance abuse. The goal is that the seventh graders may be receptive in a different way to these issues when hearing them from other youths. The design of this program has been in demand by other schools across the state as a model for others interested in attacking the problems of substance abuse through peer education.

BCLC staff also regularly met with members of the Burlington Clergy Association and were involved in local and regional meetings of agencies and programs concerned with mental health or social services (Department of Mental Health, Department of Social Services, and other adolescent service organizations: Arlington Youth Consultation Center, Woburn Council of Social Concern, Replace of Lexington, and youth commissions in the eastern part of the state).

**SOCIAL SERVICES:**

The BCLC also offers ALL Burlington residents a range of social services including the administration of resources offered through People Helping People, Inc. Wes Simons continued to be involved on the Board of Directors of PHP. This is an umbrella organization made up of community volunteers who help oversee and coordinate three established groups: Burlington Santa, Covenant for Basic Needs, and the Community Pantry. Many residents are already aware that the Santa program helps families during Christmas. However, some other extensions of this program have been to help needy families with summer camperships, back-to-school clothes and the like.

The Covenant for Basic Needs is managed by the People Helping People Board and works with the Clergy Association providing limited help for those residents experiencing financial emergencies. The BCLC staff generally screens those applying for this assistance. In FY 1992, we handled requests involving over 95 residents.

Similarly, we helped screen applicants to the Community Pantry for those families experiencing emergency food shortages. The Pantry also provides Thanksgiving food baskets for residents in need.

Several residents have put much time and energy into making this program work. We would again like to make special note here of the tireless efforts and special dedication of Miriam Malkasian. Mimi has continued to serve as the chairperson of People Helping People and has provided the backbone for this service organization. Our thanks to Mimi, members of the PHP Board and all those residents who contributed time, talent and money to help PHP through another year.

BCLC also maintains an information and referral service to assist ANY resident in locating the particular social service that he/she may require. BCLC staff have assisted young people and their parents in situations requiring hospitalization, finding appropriate emergency or residential care, foster care and the like. Due to dwindling resources and program cuts, this search has been made more difficult with resources sometimes unavailable.

**STATISTICAL NOTES:**

An average of 200 residents per month received counseling.

Caseload Age Distribution (12 months):

| | |
|---|---|
| 138 | Adults (26 & older) |
| 43 | Young Adults (18-25) |
| 45 | High School Age (14-17) |
| 76 | Middle School Age (11-13) |
| 16 | Elementary Age (5-10) |
| 7 | Pre-school (4 & younger) |

Treatment Modality:

| | | |
|---|---|---|
| 162 | Family Treatment | |
| | 78 | Adults (15 young adults) |
| | 69 | Adolescents & Children |
| 85 | Individual Treatment | |
| | 48 | Adults (parent with adolescent in family) |
| | 14 | Adolescents & Children |
| 29 | Team Treatment | |
| | 19 | Adults (5 young adults) |
| | 7 | Adolescents & Children |
| 49 | Group Treatment | |
| | 49 | Adolescents |

Referral Sources: 51% of our referrals came from the school department, the bulk of these from the middle school, then the high school.

— 15% referred themselves to BCLC because they were already aware of our services; a majority of these self-referred clients were former clients who returned to deal with new crises or issues and because they were happy with the services provided previously.

— 16% were referred by a friend/family and about 83% of these people had been clients at BCLC and recommended our services.

— 13% referred by the community (police, doctor, crisis team, DMH, DSS, PTO, Town Nurse, court)

— 4% were referred from other sources:
4 psychiatric hospitals
10 other therapists or mental health clinics

People Helping People Activity
Covenant for Basic Needs: 95 residents served.

There is evidence of a broad base of support in the community as more people become aware and have confidence in BCLC's services.

**OTHER COMMUNITY SERVICES:**

As in previous years, the BCLC provided administrative and other support to a number of programs in the community of benefit to Burlington residents. The coordination of the FISH program matches residents in need of transportation services with volunteer drivers. Over 265 rides were provided through this service. Also, 66 requests were received for our Rent-A-Kid program. Our secretary, Michele Trigilio, did a great job of coordinating this referral service to residents who wish to hire responsible youths to do a variety of odd jobs.

**TRAINING:**

The BCLC provides training to graduate student interns as a part of their professional education, as well as to qualified community residents who volunteer their services to the Life Center. BCLC has provided field placement training to graduate students from Boston University, Simmons College, Lesley Graduate School, Tufts University and Northeastern University.

**BOARD OF DIRECTORS:**

The Board of Directors at the Community Life Center continued their involvement during 1992 and I deeply appreciate their help and support.

**Board members for 1992 included:**

| | |
|---|---|
| Mike Howard, Chairperson | Joanne Fitzpatrick |
| Betty Murphy, Vice-Chair | Thelma Iozzo |
| Terry Bishop | Viola LeBlanc |
| Mary Cochran | Ron McKenzie (Aptd.) |
| Ellen Cox | Roberta Mills (Aptd.) |
| Rev. John Crispo | Russ Peterson |

Barbara Ryan (Res.)

**SUMMARY:**

There has been an increased demand for services in difficult economic times with less staff to handle the load (Jane Burgess' lay off, 6/91). However, the tone and morale among the staff continues to be very positive and we all look forward to another year of service to town residents. Our thanks to the many in Town who have supported this agency.

Respectfully Submitted,

Wesley M. Simons,
Executive Director

# COUNCIL ON AGING

The Burlington Council on Aging was formed in September 1967, by a vote of Town Meeting (174-2), as an arm of municipal government for the Seniors within the Burlington community. The Council provides social and health services, advocacy, information and referral, in coordination with the Executive Office of Elder Affairs working closely with Minuteman Home Care, the Burlington School Department for Intergenerational Programs at the Middle School and High School levels.

The Council on Aging Board consists of ten Burlington residents appointed by the Selectmen for three and one year terms. They serve as volunteers and set policies and procedures to provide a fuller way of life for seniors sixty and over.

**WHERE ARE WE?**

We are located in the Human Resource Center, 61 Center St., occupying 3/4 of the lower level. Open Monday thru Friday from 8:30 am - 4:30 pm.

**MONTHLY MEETINGS**

The Council on Aging Board meetings are held on the first Monday of the month at 5:00 pm in the COA Board Room at the Senior Center. The meetings are open to all, with citizen participation encouraged.

**MONTHLY BULLETIN**

A monthly informational Bulletin is mailed free to all persons who have registered at the COA Office. The monthly Bulletin serves as a most valuable link between the Council and the elderly of the community. The Bulletin updates news pertaining to medical and legal, and a monthly calendar of scheduled events along with the daily lunch menu.

**SERVICES AVAILABLE**

Minuteman Home Care is a non-profit organization whose aim is to deliver services to the elderly, including homemaking, chores, meals, protective services, assisted living, Nutrition Program and Home Delivered Meals.

The Site Manager for the Burlington Nutrition program is Catherine Cavanaugh —"Kay." Home Delivered Meals, under the direction of "Kay" are delivered daily with evening meals and frozen dinners added this year. Volunteers from the community deliver the meals, and are to be commended for their dedication, energy and willingness to serve.

**HEALTH BENEFITS**

Available by appointment only each Tuesday at the Senior Center from 12:30-3:30. this service is available to assist and inform elders of their rights and availability of health benefits. Nursing home assistance is part of this service.

**ALZHEIMER'S SUPPORT GROUP**

The first and third Wednesday evenings the Alzheimer's Support Group meets in the Arts and Crafts Room of the Senior Center starting at 7:00 pm and ending at 9:00 pm. There is no charge for this group.

**FUEL ASSISTANCE:**

Available at the COA Office from October thru March in collaboration with the Emergency Fuel and Weatherization Program in Lowell, Ma.

**LEGAL AID:**

Available at the COA Office once a month, no appointment is necessary. Para-legal from Cambridge Somerville Legal Services provide this assistance for elders.

**TRANSPORTATION:**

5 days a week for programs and medical appointments within the Town. Call COA Office for appointment.

**TAX ASSISTANCE:**

Available FREE from February to March of the following year, Volunteers are trained and available thru the AARP Tax Assistance Program.

**PROGRAMS AVAILABLE AT THE SENIOR CENTER:**

Artist Workshop on Friday mornings—pick the media of your choice, with the talented assistance of Bill McNamara, volunteer instructor for this class. Shape up and stay fit with the Physical Therapist from Lahey Clinic on Monday and Wednesday mornings.

Previous to the fitness class, the weight loss group meets informally in the Arts/Crafts Room.

Quilting for beginners, intermediates and advanced every Tuesday morning. Registration is necessary.

Beano, one of the most popular programs is held every Thursday afternoon, year round, in the spacious Kelly/Murray Wing.

Line Dance every Monday afternoon for Beginners, Intermediates and Advanced in the Kelly/Murray Wing.

Cards/Pool are on-going in the Game Room and the Kelly/Murray Wing (when space permits).

Presentations each month on Long Term Care, Taxes, Health Benefits. Intergenerational Program of the SET - Seniors and Elders Together at the Senior High Level and on-going collaboration with the "Bridging the Gap" Program at the Middle School. This past year was the beginning of the Kids/Seniors and Games every Thursday morning - when young and old try their skills with Trivia Pursuit and Scrabble.

We, the Council on Aging, appreciate, recognize and value the contributions of the men, women and children of Burlington with their volunteerism We wish to extend our sincere thanks to the Executive Office of Elder Affairs for Formula Grant monies for equipment, furnishings, computer lessons and on-going technical assistance for programs and services, and to the Selectmen, Town Meeting Members, Town Departments, School Department, newspapers and citizens of Burlington who continue to support the elderly, under duress of the economic climate.

Respectfully submitted,

Paula Torti, Chairman
William V. McNamara, Vice Chairman
Eleanor Bonfanti, Secretary
Mary McBay, Treasurer
John Ed Fogelberg
Eleanor Browne
Winifred Enos
Mary Smith
Gwen Burgess
Sue Mike
Jeanne A Garrett, Coordinator

# WEIGHTS & MEASURES

This has been a poor year for the economy of the town as well as the nation; however, it has been a record year for the Weights & Measures Department. More inspections were conducted and more fees were turned over to the Town Treasurer's office than any previous year. This increase may be attributed to the fact that merchants are utilizing more labor-saving and cost-effective equipment, requiring increased inspections.

Only a few years ago, merchandise or items in the Produce Department of the Supermarket required a clerk and a scale to weigh and price each purchase. Now, there is a scale at every checkout counter. The clerk merely places the produce on the counter scale, enters a code number and the price per pound, the number of pounds and/or fraction thereof, and the total price is shown to the customer and printed on the cash register slip.

Have you noticed the number of new types of self-service gasoline dispensers that have been installed throughout the Town? These new devices not only accept credit cards, but some also accept cash for the customer's purchase. These new devices shorten the queues of cars, and make the sale of gasoline more efficient for waiting customers.

A few years ago, the mechanical scale at the deli counter would show the customer the number of pounds or fraction thereof of their purchase. On the merchant's side of the scale, it would show a graph of prices per pound. The clerk, by following a line to the recorded weight, would determine the total price of the item purchased, similar to a "mile-o-graph" on the back of a road map. Today, with electronic scales, the clerk merely pushes the lever on the scale that matches the product. The rest is done electronically - the item, the cost per pound, the number of pounds purchased and the total cost.

Tired of taking a ticket and waiting in line to be served at the deli counter? In a few years you may be able to place your deli order in the same way that you use the ATM machine at the bank. Then, when you have completed your other shopping, you stop at the deli counter and pick up your packaged order.

For the calendar year 1992, four hundred and twenty-three devices were inspected and sealed, and $1,247.00 in fees were collected and turned in to the Town Treasurer's office.

I wish to thank the personnel of the offices that regularly assist this office in its daily operations, particularly those in the Treasurer's office. THANK YOU AGAIN!!

Respectfully Submitted,

Alfred D. Laing
SEALER

# TREASURER/COLLECTOR

The recession continued during 1992 and property values were lowered on most properties for the second straight year. The total value of all town properties went from $2,129,524,720 to $1,987,127,250 or a $142,397,470 decrease in total property values. The town lost a net $147,000 in state aid and assessments and the increase in the assessment from the Massachusetts Water Resources Authority was $654,000 greater than FY 1992, or a 32% increase. The Town's total operating budget increased by only 1.46%. This was accomplished by offering an early retirement incentive to higher salaried employees and not filling these positions in the respective budgets.

The Ways and Means Committee and Department Heads should be complimented on a job well done by keeping operating budgets to less than a 2% increase over two years. All major department heads took the lead by not requesting salary increases in their FY 1993 salary accounts which helped in negotiations between the town and unions to settle a few major contracts with a zero salary increase for FY 1993.

Under the classification of property, the town has two rates it uses to allocate the tax burden effectively. Below is the breakdown of taxes levied for FY 1993 for the Town of Burlington. FY 1993 is the second straight year that the tax burden has been shifted more to residential from commercial industrial sectors, thus keeping pace with the current trends in property values. Town Meeting voted a 2% tax increase which will help the town to provide the same quality of services with no layoffs in any departments necessary.

**SCHEDULE**

| (A) Class | (B) Levy Percentage | (C) Levy By Class | (D) Valuation By Class | (E) Tax Rate |
|---|---|---|---|---|
| Residential | 37.2369% | 12,711,754.11 | 1,166,217,200.00 | 10.90 |
| Open Space | .0000% | 0.00 | 0 | 0 |
| Commercial | 46.5852% | 15,903,031.87 | 609,310,800.00 | 26.10 |
| Industrial | 12.5199% | 4,273,983.34 | 163,754,600.00 | 26.10 |
| Subtotal | 96.3420% | ********** | 1,939,282,600.00 | 26.10 |
| Personal | 3.6580% | 1,248,750.47 | 47,844,650.00 | 26.10 |
| Total | 100.0000% | ********** | 1,987,127,250.00 | ********** |

The town continued to improve its health insurance program offered to employees by adding an indemnity plan. This addition was made possible through the merger of Blue Cross/Blue Shield and Bay State Health care. Ninety-eight percent of the town employees were enrolled in these programs. The town put out an RFP for price quotes for changing health plans, Blue Cross/Blue Shield won the bid and agreed to add the indemnity plan at a reasonable price. The combination of this bidding decision and favorable claims for the town during the last two years helped Blue Cross to sharpen their prices and our premiums came in at a reduction of 15% in our individual and family plans. This reduction in premium is projected to save the town $300,000 in health care costs in 1993.

The town also offered two new programs for employee benefits at no cost to the town. The Treasurer/Collector through discussions with employee unions decided to offer a savings bond program and a Whole Life Insurance program through New York Life. The costs of these programs are paid for by the employees but provide an improved benefit offering to those interested. The town was able to offer this program due to an upgrade to our payroll systems software, enabling us to increase the number of payroll deductions.

Following is the listing of gross and net payrolls. Included are the withholdings for the years 1988 through 1992.

| | 1988 | 1989 | 1990 | 1991 | 1992 |
|---|---|---|---|---|---|
| Gross Payroll | $24,436,012.95 | $26,990,145.62 | $28,184,868.99 | $30,558,047.86 | $30,373,189.72 |
| WITHHOLDINGS: | | | | | |
| Federal Tax | 3,566,151.66 | 3,781,674.73 | 3,737,018.39 | 3,961,540.77 | 3,819,693.88 |
| State Tax | 1,109,318.56 | 1,284,493.99 | 1,491,761.32 | 1,698,842.17 | 1,550,604.81 |
| County Retirement | 661,505.35 | 765,152.60 | 847,817.48 | 936,223.32 | 951,265.38 |
| Teachers' Retirement | 605,200.71 | 666,999.67 | 696,569.21 | 769,091.44 | 793,996.28 |
| Chap. 32-B Health Ins. | 361,657.08 | 536,278.80 | 703,599.16 | 803,651.69 | 702,696.21 |
| Credit Union | 2,627,052.25 | 2,900,240.20 | 3,074,704.62 | 3,286,067.58 | 3,264,219.64 |
| Tax Annuities | 252,292.30 | 281,330.90 | 287,517.69 | 306,124.75 | 336,282.92 |
| PEBSCO | 396,657.18 | 480,816.82 | 476,726.30 | 559,966.39 | 568,931.91 |
| Teachers' Association | 77,655.37 | 85,737.63 | 87,768.68 | 100,045.00 | 99,659.57 |
| Union Dues | 69,171.12 | 71,217.87 | 82,436.96 | 77,080.85 | 84,951.50 |
| Suspense | 31,500.00 | 36,290.25 | 43,959.18 | 48,692.47 | 64,576.27 |
| United Way | 4,083.77 | 6,485.32 | 5,996.66 | 6,528.65 | 7,964.35 |
| Life Insurance | 36,170.75 | 37,407.03 | 61,500.22 | 79,031.87 | 74,744.67 |
| MEDEX Hosp. Ins. | 44,717.12 | 67,454.28 | 84,756.04 | 102,478.38 | 111,312.75 |
| Social Security | | | | 31,969.39 | 47,438.03 |
| U.S. Savings Bonds | | | | | 6,862.21 |
| TOTAL WITHHOLDINGS | 9,843,133.22 | 11,001,580.09 | 11,682,131.91 | 12,767,334.72 | 12,485,200.38 |
| NET PAYROLL | 14,592,879.73 | 15,988,565.53 | 16,502,737.08 | 17,790,713.14 | 17,887,989.34 |

The Tax Collector's office was able to improve the quarterly tax billing system by hiring R.E.A.P Inc. to laser print our tax bills to reflect an optical character scan line that allows the town to have an automated lock box receipt system through Century Bank and Trust Co. This new system will improve our record keeping by updating taxpayers accounts more quickly, and will save the town money in the future by generating tax bills faster and getting them in the mail more quickly.

The town also improved its auto excise tax procedure by printing its own excise tax bills instead of allowing the Registry of Motor Vehicles to print them. Our Deputy Tax Collector, Paul Kelley, offered this service to the town at no cost so that both he and the town could realize faster collections. This change has already improved tax collections and reduced our delinquency rate for auto excise. The Town of Burlington auto excise taxes committed for 1992 was $1,579,945.72. Deputy Collector, Paul Kelley collected $103,551 in delinquent taxes, thus improving cash flow.

Burlington's economic future will largely be determined by the region's ability to fill the many vacant commercial and industrial square footage rental spaces. If the Town of Burlington is going to maintain its financial edge it must continue to maintain its tax levy and high collection rate on taxes. The commercial/industrial lease contracts are the key to maintaining a strong tax base. The residential values and sales of new homes have stabilized and improved, the first step in beginning an economic recovery. The town must continue to keep operating budgets and fixed expenses under 5% increases and innovate both procedures and manpower wherever possible.

We must lobby the State Legislature to keep State Aid stable and reduce the increases projected by Mass. Water Resources Authority to all communities.

Respectfully submitted,

Brian P. Curtin

**Staff:** Phyllis Van Wart, Barbara Toland, Theresa Smith, Dorothy Pattie, Virginia Gallagher, Madeline Griffin, Andria O'Shea, Lisa Pollicelli, Melissa DeAngelis

# BOARD OF ASSESSORS

The year began by addressing the applications for abatements and exemptions received on the Fiscal 1992 real estate tax bills. There were approximately 540 exemptions received which were handled individually and processed by the staff. In the case of the applications for abatement, each form was read and, if necessary, a field review and site visit was done on the property. There were 171 real estate abatement applications received for Fiscal Year 1992. Once a decision is made on any of the applications, a certificate is mailed out if an exemption is granted, or a denial form is sent out if the applicant does not qualify for the exemption or is not given an abatement.

Also, the Assessors' staff processed approximately 430 deed transfers, 644 building permits and 24,300+ motor vehicle excise tax bills. There were 691 unpaid water/sewer ills liened against the real estate tax bills. Each unpaid water/sewer bill is entered into the computer so that it appears on the real estate tax bill for that particular property.

During calendar year 1992, the Board of Assessors completed an update of the town's Residential, Commercial and Industrial properties for FY93. Because of the market conditions, some property values came down, some stayed the same and others increased, depending on sales occurring in that neighborhood.

The values are at 100% full and fair cash value as of January 1, 1992. Since the town adopted quarterly billing, the new tax rate and values were reflected on the February 1993 tax bill.

Fiscal year 1994 will be the fifth triennial Revaluation of Real and Personal property. The Assessors and their staff will be conducting the complete revaluation of all real estate within the Town of Burlington. This will include all valuation work and computer data entry. All sales for 1991 and 1992 will be analyzed to reflect the value as of January 1, 1993. An outside consultant will be contracted to relist all Personal Property within the town. The data entry and valuation for Personal Property will be done by the Assessors staff.

No townwide reinspection will be made for this revaluation as it was done for Fiscal Year 1991.

The Assessors thank their staff, Russell Washburn, Patricia Golden, Rita Arseneaux and Marcia Nonni for their hard work in an ever-expanding workload. It is difficult to express our sincere appreciation to these people without whose efforts this office could not function.

Respectfully submitted,
Neil G. Sheehan, Chairman
John W. Dillon, Vice Chairman
Timothy J. Cosgrove, Secretary

# PLANNING BOARD



**Planning Board**

## RESPONSIBILITIES

The Planning Board was established by a vote of Town Meeting in 1939 in accordance with Massachusetts General Laws and the first Board was elected in 1940. The Board normally holds regularly scheduled meetings on the first and third Thursdays of each month. As required by the number of applications, the circumstances of a specific application, or the need to consider specific issues or topics, the Planning Board also holds additional special meetings.

The Board is responsible for:

1. **Current Planning:** By State Law, the Board is responsible for the exercise of subdivision control law in Burlington and has, in the absence of superseding Court action, final authority regarding subdivisions and Approval Not Required plans (certification that a land division is not subject to subdivision control law). By authority delegated by Town Meeting through the Zoning Bylaw, the Board is responsible for making decisions on site plans, site plan waivers and special permits. The Planning Board also conducts public hearings and makes recommendations to Town Meeting regarding applications for changes in zoning districts and for amendments to the text of the Zoning Bylaw.

2. **Long Range Planning:** The Planning Board initiates planning studies to identify existing and future land use issues and problems and proposes courses of action to address such issues and problems. To implement the recommendations of planning studies, or in response to changes in state or federal law, the Planning Board directs the preparation of proposed amendments to the Zoning Bylaw and Planning Board Rules and Regulations, and conducts the public hearings required for adoption.

## ORGANIZATION AND MEMBERSHIP

As the result of the Annual Town Elections in April 1992, John A. DeFrancesco was reelected to serve a five (5) year term. Mark A. Pare was elected to serve on the Planning Board for a five (5) year term.

Francis J. Taft completed three years of service on the Planning Board, losing a bid for reelection. Mr. Taft had been elected in April 1989 to fill the unexpired term of former Board member Pete G. Peters. At its meeting of May 21, 1992, the Planning Board presented Mr. Taft with a plaque in recognition of his dedication and distinguished service to the Board and the Town. Mr. Taft served as Chairman of the Board from April of 1989 to April of 1991, and as Member Clerk from April of 1991 to April of 1992. Mr. Taft made valuable contributions to the Board during his term.

The Planning Board's officers and committee appointments following the June 18, 1992 Board reorganization were as follows:

### OFFICERS:

| | |
|---|---|
| Ernest E. Covino, Jr. | Chairman |
| Peter J. Coppola | Vice Chairman |
| Mark A. Pare | Member Clerk |

### MEMBERS:

Alfred D. Laing
John A. DeFrancesco
John D. Kelly
Paul R. Raymond

### COMMITTEE MEMBERSHIP:

| | |
|---|---|
| Alfred D. Laing | representative to Tri-Town Growth Committee. |
| Alfred D. Laing | representative to Sign Bylaw Committee. |
| John A. DeFrancesco<br>Mark A. Pare, (Alternate) | representative to Housing Partnership Committee |
| Peter J. Coppola | representative to Recreation Commission. |
| John D. Kelly | representative to Land Use Committee. |
| John D. Kelly | representative to Citizens' Advisory Committee. |
| Mark A. Pare | representative to Elementary Enrollment Study Committee. |
| Terry S. Szold<br>(Planning Director)<br>(Planning Director) | Planning Board Designee to the North Suburban Planning Council (of MAPC). |

### PLANNING BOARD SUBCOMMITTEES:

**Zoning, Site Plan, and Subdivision Rules and Regulations Revision Subcommittees:**

John A. DeFrancesco
John D. Kelly
Alfred D. Laing

**Master Plan Subcommittee:**

Peter J. Coppola, Chairman
Ernest E. Covino, Jr.
John D. Kelly (Alternate)
Terry S. Szold (Staff)

### PLANNING BOARD STAFF

Terry S. Szold, Planning Director
D. Anthony Fields, Assistant Planner
Diane Andrade, Planning Board Clerk
Katherine Russell, Recording Clerk

### MAJOR PLANNING INITIATIVES IN 1992

**Master Plan Activities:**

At the May, 1992 Annual Town Meeting, Town Meeting appropriated $30,000 to enable the Planning Board to obtain technical assistance to prepare Phase I of a new Master Plan for the Town. In August of 1992, the Planning Board selected The Saratoga Associates to act as its technical assistance consultant for Phase I of the Master Plan. Phase I of the Master Plan involves completion of the Goals and Policies element, and the Land Use element. The first major work task of the Master Plan Committee, a Subcommittee of the Planning Board, and its consultant, was to formulate a random sample survey to be sent by mail to registered voters and business property owners. Over a thirty five (35%) percent response rate to the Community Survey was received. The survey revealed a high degree of consensus between residents and business property owners on a variety of long-range planning issues, including water supply quality, growth management, traffic, and the need for open space.

Based on the Committee's extensive discussion, testimony from prior public hearings, and the results of the Community Survey, the Master Plan Committee began to formulate Goals and Policies to guide the preparation of Master Plan recommendations. On December 9, 1992, the Planning Board and the Master Plan Committee held a "Community Planning Forum and Public Hearing" on the draft Goals and Policies, and the results of the Community Survey. This forum was moderated by Subcommittee Chairman, Peter Coppola, and was taped for local cable television (BCAT). The Committee and the Planning Board will continue to solicit and incorporate input from the public as the Master Plan process evolves.

The Planning Board, working with its staff, and with the support of the Board of Selectmen and the Master Plan Committee, submitted an $11,000 grant application to the Executive Office of Communities and Development (EOCD), for completion of the Economic Development element of the Master Plan.

This grant application received strong support from the Town's legislative representatives, as well as the Burlington Business Round Table and the North Suburban Chamber of Commerce. In October of 1992, the Town was notified that it was one of eleven communities around the State to be awarded funding under the Strategic Planning Program. The grant application, entitled "Economic Development Strategies Plan", is designed to assist the Town in formulating appropriate economic development strategies to nurture and enhance the economic base of the Town, while preserving the quality of life for residents.

In January of 1993, the Master Plan Committee and the Planning Board will begin working on the Land Use and Economic Development elements of the Master Plan. For further information about the Master Plan, please contact the Planning Board office.

**Water Supply Protection Bylaw:**

The Massachusetts Department of Environmental Protection (DEP) enacted new wellhead protection regulations in 1990. These regulations require that certain uses be prohibited or restricted within the recharge areas of water supply wells, and will require several amendments to the Zoning Bylaw in order to bring a new well into service.

The scope of the State regulations affect many sections of the Zoning Bylaw, as well as the General Bylaw and Board of Health regulations. Preparation of the necessary zoning amendments for compliance with the State wellhead protection regulations has been a complex process. Model bylaws were prepared by the State and by the Pioneer Valley Planning Commission to assist communities in drafting regulations that would comply with the new State requirements. Portions of these models were synthesized by the Planning Board staff. Through interaction and consultation with the DEP and Board of Health staff, regulations were developed to address specific deficiencies in the Town's existing Bylaws.

For the past two years, the Planning Board and its staff have also been involved with the preparation of the North Suburban Water Supply Protection Plan. This Plan was initiated by the Metropolitan Area Planning Council (MAPC), and was completed in 1992. This Plan provides specific recommendations for additional water supply protection measures for each of the eight towns in the North Suburban Planning Council. Based on the process noted above, and the recommendations of the Water Supply Protection Plan relating to Burlington, new requirements and standards have been incorporated into draft proposed amendments to the Zoning Bylaw.

The amendments primarily affect the section of the Zoning Bylaw concerning the Aquifer and Water Resource Districts. An outside consultant, working with the Town's Department of Public Works, is preparing a revised map of the Aquifer and Water Resource Districts, which should be complete in the spring of 1993. This map will likely reflect an enlarged Water Resource District, placing more areas of the Town under the additional use restrictions of this district.

The proposed amendments are now undergoing final reviews by various Boards and departments in the Town, and are anticipated to be presented for adoption at the May 1993 Town Meeting. For further information about the water supply protection amendments, please contact the Planning Board office.

**Site Plan Amendments to Address the American with Disabilities Act**

In the summer of 1992, the Planning Board and its staff began preparing amendments to its Site Plan Rules and Regulations to assist commercial and industrial property owners with compliance with the Americans with Disabilities Act (ADA). At its meeting of September 17, 1992, the Burlington Planning Board adopted a new policy with respect to reviewing site plan changes which are designed to increase the accessibility of parking areas and buildings to those with disabilities, and specifically to comply with the ADA. Further, the adopted policy by the Planning Board will also allow such building and site modifications to be considered even when an approved site plan is not on file. The adopted policy should assist commercial and industrial property owners by enabling the Planning Board to more expeditiously review and approve modifications to sites and buildings designed for compliance with the ADA or other accessibility regulations. A complete copy of the adopted policy is on file at the Planning Board office and the office of the Town Clerk. For further information please contact the Burlington Planning Board office.

**Other Planning Initiatives and Activities:**

In June of 1992, the Planning Board also adopted minor changes to its Site Plan Rules and Regulations. The amendments were primarily designed to eliminate ambiguities and to further clarify specific provisions of the regulations.

## DEVELOPMENT APPLICATIONS

Major applications reviewed by the Board in 1992 included a 34,777 square foot addition to the Filene's store at the Burlington Mall, and a proposed 29,848 square foot Circuit City Store at 84 Middlesex Turnpike.

The following is a summary of applications for project approvals received by the Planning Board in 1992:

### UNDER SUBDIVISION CONTROL LAW:

**Preliminary Subdivisions**

A preliminary subdivision plan is a division of land into two or more lots, and is required for all non-residential subdivisions. It is recommended but optional for residential subdivisions. The preliminary subdivision plan allows the Planning Board and the Board of Health to review and have input on a conceptual proposal with respect to lot configuration, road layout, utilities, and drainage.

One preliminary subdivision plan was filed in 1992:

**Residentially Zoned Land**
**Approved:**

— Peach Orchard Estates — 7 Building Lots and one parcel to be conveyed to the Town, 3.87 Acres — Peach Orchard Road (Robert W. Murray)

**Definitive Subdivisions**

A definitive subdivision plan is a division of land into two or more lots and details specifically how a new subdivision road will be laid out, the final lot configuration, and the location and dimensions of utilities such as water, sewer, and drainage facilities. The Planning Board must review the submitted plan for conformance with the Board's adopted Subdivision Rules and Regulations and the Board of Health's recommendations. The Planning Board must approve the plan unless it does not conform with its adopted regulations or with the regulations of the Board of Health.

One definitive subdivision plan was filed in 1992, and it remains pending. Three industrial subdivision plans filed in 1989 remained pending into 1992. The status of the subdivision plans reviewed in 1992 is as follows:

**Residentially Zoned Land**
**Pending:**

— Peach Orchard Estates — 7 Building Lots and one parcel to be conveyed to the Town, 3.87 Acres — Peach Orchard Road (Robert W. Murray)

**Industrial Zoned Land**
**Pending:**

— Northwest Park II — 6 Lots, 16.38 Acres — Between Second Avenue and Middlesex Turnpike (Nordblom Company)

— Blanchard Park — 2 Lots, 4.4 Acres — 28 Blanchard Road (28 Blanchard Associates Limited Partnership)

**Approved:**

— Houghton Mifflin — 3 Lots, 21.8 Acres — Off Wayside Road (Sentry Realty Trust)

**Approval Not Required Plans (ANR's)**

The ANR procedure may be used to create new lots if the proposed lots have the minimum required frontage on a public way, or to convey land area to an adjacent lot. By State Law, these divisions or land are not regulated under the full requirements of the Subdivision Control Law, and the Planning Board has no authority to review and approve them as definitive subdivisions. If the plan proposes lots with the minimum required frontage and legitimate access, the Planning Board must endorse the plan to acknowledge that it is not subject to the full requirements of the subdivision control law.

There were seven "Approval Not Required" (ANR) plans filed with the Board in 1992. Six were approved and one remains pending.

**UNDER THE ZONING BYLAW:**

**Site Plans**

The development, redevelopment, or improvement of all commercial, multi-unit residential and municipal services projects must be proposed in accordance with an approved site plan. The Planning Board reviews such proposals to ensure that the development of a site is conducted in accordance with the Zoning Bylaw and will not result in problems with respect to Town utilities, or create adverse impacts on adjacent property.

Nine site plan applications were filed in 1992. Three pending applications from 1991 were acted upon in 1992. The status of applications reviewed in 1992 is as follows:

**Approved:**

| Applicant | Location | Size of Development/ Type of Use Proposed |
|---|---|---|
| Burlington Medical Assoc. (1991) | 281 Cambridge St. | 3,745 Sq. Ft. Addition<br>Medical Office Use |
| Burlington Dodge (1991) | 92 Middlesex Tnpk | Parking lot expansion<br>Automotive Use |
| Semicon (1991) | 10 North Avenue | Storage Tanks<br>Industrial Use |
| Northern Bank & Trust | 13 Center Street | 45 Sq. Ft. Addition<br>Bank |
| Shell Oil Company | 198 Cambridge St. | Canopy<br>Gas Station |
| May department Stores (Filene's) | Burlington Mall | 34,777 Sq. Ft. Addition<br>Retail Use |
| VFW Post 7423 | 5 Edwards Road | 940 Sq. Ft. Addition<br>Private Club |
| Circuit City | 84 Middlesex Tnpk. | 29,848 Sq. Ft. Building<br>Retail Use |
| Doyle/Lane Funeral Home | 171 Bedford St. | 5,736 Sq. Ft. Building |

| | | |
|---|---|---|
| | | Funeral Parlor |
| **Withdrawn:** | | |
| Cellular One | 111 S. Bedford St. | Outdoor generator<br>Telephone switching |
| **Pending:** | | |
| St. Thomas Realty Fund | 101 Cambridge St. | Parking lot expansion<br>Office/Medical Uses |
| Bob Gaylor, Inc. | 29 Adams Street | 3,150 Sq. Ft. Building<br>Contractor's Garage |

**Site Plan Waivers**

For property where a site plan has been previously approved, or for a relatively minor change to property where there is no approved site plan, a property owner may receive permission to make changes to the development on that property by applying for a site plan waiver. A waiver of the site plan requirement may also be considered for existing properties which need to implement handicapped accessibility improvements when no approved site plan is on file.

The Planning Board received fourteen requests for site plan waivers in 1992. Twelve of these requests, plus four that were pending from 1991, were approved. Two requests remain pending.

**Minor Engineering Changes**

A property owner may wish to make a minor change to an approved site plan. Such changes usually involve minor adjustments in plan details necessitated by field conditions. Examples of such changes include parking space alignment, handicapped access adjustments, and minor drainage improvements.

The Planning Board received eighteen requests for minor engineering changes in 1992. Sixteen of these requests, plus two pending from 1991, were approved. Two minor engineering change applications remain pending.

**Insignificant Changes**

Insignificant changes to an approved plan constitute the most minor site changes made in accordance with site plan review. This type of change may include a minor adjustment of parking space alignment necessitated by on-site conditions, changes in exterior doorways, minor handicapped accessibility improvements, or changes in building footprint which do not increase the gross floor area of the building.

The Planning Board received five requests for insignificant changes in 1992. Three were approved, and two remain pending.

**Special Permits**

The purpose of a special permit is to control uses which may be appropriate, depending on the location and the manner in which the use is developed and operated. Special permits are generally for uses specified in the Zoning Bylaw which require the highest degree of scrutiny by the Planning Board. The Planning Board reviews each proposed special permit and determines if the use should be allowed and what conditions should be required. The Town of Burlington requires special permits for three types of use:

- certain land uses determined to require conditional review for development throughout the town.
- certain land uses and site development, such as discharge of storm water into a wetlands, which have the potential to adversely affect wetlands.
- certain uses and site development which have the potential to adversely affect the aquifer and water resources areas.

Fifteen new special permit applications were filed in 1992, of which twelve were issued, one was withdrawn, and two remain pending. Five special permits applied for in 1991 were issued in 1992. A total of seventeen special permits were issued in 1992. The following table summarizes Board action on Special Permits in 1992.

| Section | Description | Appv/Den/With/Pend | | | |
|---|---|---|---|---|---|
| 4.2.2.9 | Related facilities for public parks | 1 | | | |
| 4.2.2.14 | Other than nonprofit educational uses | | | | 1 |
| 4.2.5.9 | Outdoor storage of motor vehicles | 1 | | | |
| 4.2.6.10 | Restaurants | 4 | | | |
| 4.2.6.14 | Establishments for contractors | | | | 1 |
| 4.2.6.16 | Funeral parlors | 1 | | | |
| 4.2.6.21 | Photo processing | 1 | | | |
| 4.2.7.1 | Light mfg./proc. plants in WR District | 1 | | | |
| 4.2.7.5 | Wholesale trade, warehousing | 2 | | | |
| 4.2.7.9 | Haz. and toxic materials/ chemicals use | 2 | | | |
| 4.3.1.12 | The keeping of animals,... | 1 | | 1 | |
| 4.3.2.15 | Storage/disposal of oils/fuels | 1 | | | |
| 4.4.1.7 | Structures for essential services | 1 | | | |
| 4.4.1.11 | Discharges from manmade structures... | 1 | | | |
| | TOTAL SPECIAL PERMITS | 17 | 0 | 1 | 2 |

## APPLICATION FEES

The Town collects fees for applications made to the Planning Board for subdivisions, site plans, site plan waivers, special permits, and planned development district rezoning applications. Subdivision inspection fees are also required. Fees collected are directed to the general revenue fund of the Town. An increase of $4,342.79, or about 26%, was realized over fees collected in 1991.

In 1992, the following fees were collected:

| | |
|---|---|
| Construction Inspection Fees | $1,422.39 |
| Subdivisions | 740.00 |
| Approval Not Required | 750.00 |
| Special Permits | 1,200.00 |
| Site Plans | 5,867.13 |
| Site Plan Waivers | 4,550.00 |
| Minor Engineering Changes | 5,950.00 |
| Insignificant Changes | 500.00 |
| TOTAL FEES COLLECTED | $21,179.52 |

## PEER REVIEW FEES

The Peer Review Fee requirement was established by the Planning Board on November 28, 1990, in accordance with State Law. Fees collected are used to fund engineering peer reviews to assist the Planning Board in assessing the impact of major projects on traffic, drainage, and other issues which may be especially critical given the nature of a specific development application. Unused funds are returned to the applicant.

In 1992 the Planning Board collected a $3,000.00 peer review fee for the review of a site plan for a proposed 29,848 square foot Circuit City store on Middlesex Turnpike. The Planning Board returned $610.00 in unused funds from the Circuit City peer review. The Planning Board also returned $454.44 in unused funds from the $2,100.00 peer review fee collected from the May Department Stores in 1991, for review of the site plan for the proposed 34,777 square foot addition to Filene's at the Burlington Mall.

## CHANGES IN THE ZONING BYLAW

There are two kinds of zoning amendment actions: (1) the change of zoning district designation for one or more parcels of land (rezoning), and (2) amending the text of the Zoning Bylaw to revise the regulations governing use of property and the procedures for seeking development approval (text amendment).

The Planning Board must conduct public hearings on proposed zoning amendments and make recommendations to Town Meeting. Town Meeting has the final responsibility to approve or deny a proposed zoning amendment.

**Rezonings:**

Three rezoning petitions were received in 1992 by the Planning Board for public hearing and Board recommendation to Town Meeting. Listed below are the rezoning applications which were reviewed:

1) A proposed rezoning from Continuous Traffic Business (BT) District to General Business (BG) District, submitted by Auto Engineering Limited Partnership, for property located at 84 Middlesex Turnpike, received a favorable recommendation from the Planning Board and was adopted at the May 1992 Town Meeting

2) A proposed rezoning from General Industrial (IG) District to General Business (BG) District, submitted by Robert W. Murray, Trustee of the 14 Cambridge Street Trust, for property located at 14 Cambridge Street, was withdrawn prior to the Planning Board public hearing.

3) A proposed rezoning from General Industrial (IG) District to General Business (BG) District, submitted by Rosario Calvo, Trustee of RC Trust, and Paul A. Calvo, Trustee of JEN Realty Trust, for property located at 90-92 Middlesex Turnpike, was withdrawn subsequent to testimony given at the Planning Board public hearing.

**Text Amendments:**

The Planning Board held no public hearings on proposed text amendments to the Zoning Bylaw in 1992. However, an amendment pertaining to child care facilities, introduced in 1991 to bring the Town's Zoning Bylaw into conformity with State Law, was adopted at the January 1992 Town Meeting.

## LITIGATION

Litigation initiated in 1991 by Lahey Clinic Hospital, Inc. and LCF Foundation, Inc., regarding the decisions of the Planning Board to approve a Special Permit pursuant to Section 4.3.2.9 of the Zoning Bylaw, and to approve a Site Plan relevant to such Special Permit application, remains pending.

The Planning Board appealed a decision of the Burlington Board of Appeals regarding an appeal of the Inspector of Building's determination regarding a canopy at the Mobil station at 173 Bedford Street. An agreement between the parties has been reached, resolving this matter out of court.

Respectfully submitted:
Ernest E. Covino, Jr., Chairman
Peter J. Coppola, Vice Chairman
Mark A. Pare, Member Clerk
Alfred D. Laing
John A. DeFrancesco
John D. Kelly
Paul R. Raymond

# RECREATION DEPARTMENT




**Recreation Director Don Roberts, Assistant Director Bill Boudreau, and Recreation Supervisor Karen Coady prepare for the Recreation Department's open house April 4 at the Center of Human Services.**

(Rick Karwan photo)

We are happy to report that 1992 was an exciting and productive year for the Recreation Department. The biggest story of the year was the Recreation Department's move back to the Center for Human Services (formerly the Center School) after nearly four years in temporary quarters because of a renovation project and a fire which destroyed the recreation wing of the Center School facility. Recreation Department offices were moved from Simonds Park to the Center for Human Services on January 31, and the recreation center was officially opened to the public on April 4. On that day, Town officials, former Recreation Commissioners, and hundreds of Burlington residents attended an open house to see the beautiful new recreation facility and to celebrate the beginning of a new era in the history of the Recreation Department.

The completely reconstructed recreation center provides an attractive, functional, modern recreational facility for Burlington residents of all ages. The recreation wing includes the Recreation Department offices, two function rooms, a gym, a ceramics classroom, a conference room, and a small kitchen. Since the center was opened in January, it has been used for a great variety of Recreation Department programs as well as for activities of many community groups. We believe the new recreation facility is the Town's most important resource with regard to meeting the recreational needs of the Burlington townspeople.

Participation in Recreation Department programs and events continued to grow in 1992. A 5-year program analysis was recently completed by part-time secretary Nancy Pondelli, and she found that participation in Recreation Department activities has increased by 7% over the past five years (5% in the past two years). Interestingly, enrollments have increased despite the downturn in the economy. The largest increases have occurred in adult fitness programs, adult softball, youth basketball, special needs programs, youth tennis lessons, pre-school swim lessons, and teen activities.

Growth in Recreation Department programs and services and dramatic improvements in recreational facilities would not have been possible without the support of the taxpaying citizens, local businesses, community groups, and volunteer workers. Community involvement, we believe, is the primary reason Burlington is such an enjoyable town in which to live and work.

Another reason Burlington's Recreation Department has a reputation for excellence is that we have committed elected officials overseeing the Department and dedicated professionals running the agency on a day-to-day basis. A great deal was accomplished in 1992 because policy-makers and staff members worked together in pursuit of identical goals. The Recreation Commission, consisting of five elected members, deserves much of the credit for the successes enjoyed by the Recreation Department over the past year. A debt of gratitude is owed to all the Commissioners who served the Recreation Department so well in 1992: Edward Schuler, Phillip Gallagher, Mark Sherwood, Peter Coppola, and John Vanella.

We believe the Recreation Department's full-time staff is the best to be found in a municipal recreation agency anywhere. We wish to thank our staff for working so hard to respond to the recreational needs of the Burlington townspeople during the past year: Bill Boudreau, Assistant Director of Recreation; Doug Gillingham, Assistant Director of Maintenance; Karen Coady, Recreation Supervisor; the office staff; and all of the maintenance workers.

Recreation Director Don Roberts served as legislative committee chairman of the Massachusetts Recreation & Park Association in 1992, and the Association was successful in getting a bill passed by the Massachusetts legislature which will

help the Town of Burlington. The new law, signed by the Governor on June 30, amends the State's revolving account legislation to provide greater flexibility to recreation and parks departments in financing fee-supported programs, facilities, and services. Burlington's taxpayers will benefit greatly from a revolving account that is in step with the financial realities of the 1990's.

The backbone of successful recreation programming is the part-time staff — the people who work directly with program participants. Two of the Recreation Department's most successful program directors were honored by the Recreation Commission in 1992. Barbara Berg, director of ceramics, and Rick Hayes, director of gymnastics, each received an Exemplary Service Award on December 14 for many years of dedicated service to the Recreation Department and for helping to improve the quality of life for the Burlington townspeople.

As the demand for park facilities and athletic fields has grown, the Recreation Department's Maintenance Division has faced an ever-increasing workload. Because of dedicated employees, strong leadership, and cooperation with other Town departments, the Recreation Department was able to handle its day-to-day maintenance responsibilities very capably as well as complete a number of improvement projects. Following are the significant projects undertaken by the Maintenance Division during the year:

- Brush Field was enlarged to comply with high school soccer field guidelines.

- Extensive roof repairs were made at two of the former Nike Site buildings at Overlook Park.

- Renovation of restrooms and addition of a new refreshment stand at Simonds Park were started in the fall. Funds for the project were donated by the Simonds Trust, and work is being done by students at Shawsheen Valley Regional Technical High School. It is expected that handicapped accessible toilet facilities and the new snack bar will be ready to open in the spring of 1993.

- Marvin Field, the lighted softball field on South Bedford Street, was repositioned and a high net installed to prevent softballs from being hit onto adjacent property.

- New playground equipment was installed at Fox Hill School.

- Outdoor basketball courts at Simonds Park were sealed, painted, and lined.

- Landscaping improvements were made at the rear of the Center for Human Services.

- Recreation Department employees put up lights and other decorations at the Town Common for the annual tree lighting festivities. Many residents have commented that the lighting display was Burlington's best ever.

- The maintenance staff was complimented for doing an excellent job with snow removal at schools, public buildings, and recreation facilities during the major snowstorm on December 12th.

Recreation Department administrators collaborated with other departments and organizations during the year to enhance recreational opportunities for Burlington citizens. The Burlington Players theatre group was granted additional space at Overlook Park to accommodate the growing Children's Theatre Workshop. An agreement was reached with Middlesex Community College guaranteeing the Town expanded use of recreation facilities at the Francis Wyman School site. The Recreation Department worked with organizers of the Burlington Community Gardens program to provide gardening opportunities to interested residents. The Recreation Commission reached agreement with Burlington Baseball Association and Burlington Babe Ruth to operate the new refreshment stand at Simonds when it opens in the spring. All proceeds from the concession will be used to support the two youth sports groups. The Burlington Mother-to-Mother organization and the Recreation Department collaborated to offer a new pre-school drop-in program, Kids Kabin Playroom. This parent and child interactive program is run by members of Mother-to-Mother in facilities provided by the Recreation Department (Visco Building at Simonds Park). The program is open to the public and fully self-supporting.

The Recreation Department offered more programs and events in 1992 than in any year in its history. Several new programs were added, and many existing activities were improved or expanded. Because the Recreation Department budget was essentially level funded last year, program additions and enhancements were accomplished without increased cost to the taxpayers.

- Many adult fitness classes were added.

- Adult swimming lessons were enthusiastically received.

- Enrollments in the Recreation Departments youth basketball program increased to 650 girls and boys, the highest number of participants in many years.

- A new sixth grade girls travel basketball team was added, and a basketball league for high school girls was offered for the first time.

- A new youth tennis program was established, and it was a huge success, as enrollments increased dramatically.



**Kids, frogs, and fun are what the Recreation Department's Wilderness Adventure program is all about.**

(Rick Karwan photo)



**Summer concerts on the Town Common are the Recreation Department's most popular family events.**

(Rick Karwan photo)



**Modern machinery saves the Recreation Department hundreds of man-hours in maintaining athletic fields, parks and school grounds.**

(Rick Karwan photo)



**Happiness is being at the Simonds Park wading pool on a hot summer day.**

(Rick Karwan photo)

- Our very popular trampoline program was discontinued because the Town's insurance carrier would not provide liability insurance for the program. Power tumbling was added in its place.

- New programs added during 1992 included: girls basketball camp, modeling camp, senior citizens golf lessons, women's golf lessons, pre-school gymnastics, Kids on the Move, power tumbling, archery lessons, guitar classes, Executive Fitness, craft workshops, and step aerobics.

- Recreational opportunities for special needs citizens were expanded through the efforts of special needs coordinator Drew Bililies and his staff.

- The Recreation Department and BCAT worked closely to develop regular recreation programming on the local cable access TV station. Jack Ferren became the voice of the Recreation Department on the weekly cable TV show.

- Recreation Department staff members collaborated with the senior center staff to expand recreational activities for senior citizens.

- The summer program at Regan Park was suspended for a week in response to unacceptable behavior on the part of young people attending the Park. The Park reopened after Recreation Department officials met with parents to develop a cooperative approach for dealing with discipline problems at the Park. The incident encouraged the Recreation Department to develop a plan for responding to similar situations in the future.

The Recreation Department continued to expand recreational opportunities for the citizens of Burlington in 1992 despite budget limitations and economic hardships faced by many of our residents. In order to meet the growing demand for parks and recreation services, the Recreation Department took a step back in 1992 to look at itself and determine if changes are needed to make the Department more responsive and effective in the future. This self-analysis was extremely helpful in identifying issues that need to be addressed and areas that need to be improved. We believe the Recreation Department is ready to meet the challenges of the 1990's and beyond and we are committed to giving our best to improve the quality of life for all Burlington citizens. With the continued support of the community, we are certain our efforts will be successful.

Respectfully,

Donald E. Roberts,
Director of Recreation
James Marchese,
Director of Recreation Maintenance

# BOARD OF HEALTH

As I write this 1992 overview of this past year's activities, I end my decade-long commitment to my town while serving on the Board of Health.

Brian Lockard, Health Agent, with assistance from Board Member Glenn Kemper, successfully brought Burlington Smoking Policy Regulations to the Board for final adoption in October. Brian continues to efficiently represent the Board in so many aspects of its work while overseeing the high quality performance of part-time Sanitarian, Ruth Cogan.

Todd Dresser, Environmental Engineer, reported the most successful Household Hazardous Waste Collection Day to-date, with 420 families participating. With great insight he is also updating the Hazardous Materials Bylaw for Board approval and for presentation to Town Meeting members in the spring of 1993.

Judith Baggs, Board of Health Director of Nurses, and Debra Sproul, permanent part-time nurse, under the able direction of Ed Weiner, Board member, worked on a unique cholesterol/lipid community screening program. In addition, they continued to sponsor the many clinics which benefited the citizens of Burlington.

Bob Hogan was appointed to the Board in March upon the resignation of Jane Richard. We regretted the loss of Jane who worked tirelessly in the interests of the Board. Bob came onto the Board with the savvy and experience gained through his previous membership, I must mention the untiring efforts of our long-time member Phil Pollicelli who very knowledgeably added his depth of expertise in so many instances of the Board's decision making. His death late in 1992 created a vacancy not just in person but in spirit.

Thank you all, including our able clerks Lianne Abramo and Sue Sawyer, for so many satisfying memories of my work on the Board of Health on behalf of all Burlington citizens.

Respectfully submitted,

Joan M. Ghio
Chairman

# PUBLIC HEALTH NURSE

I hereby submit my report as Public Health Nurse for the year ending December 31, 1992. A summary of programs and services follows:

| | |
|---|---|
| In-Home Services | 390 |
| Office Visits | 5,315 |
| Well Elderly Clinic | 456 |
| Tuesday Morning Walk-In Clinic | 1,501 |
| Thursday Evening Walk-in Clinic | 436 |
| Acute Communicable Disease Follow-up | 206 |
| Blood Pressure Screening | 1,909 |
| Blood Sugar Screening | 400 |
| Cholesterol Screening | 454 |
| Health/Nutrition Counseling | 2,198 |
| Immunizations (Polio, MMR, DPT, Td, HIB) | 221 |
| Immunizations (Flu) | 1,251 |
| Immunizations (Pneumonia) | 33 |
| Lead Poisoning Blood Tests | 37 |
| Mammography Screening | 40 |
| Mantoux Skin Testing for Tuberculosis | 231 |
| Weight Monitoring | 544 |

**EDUCATION PROGRAMS:**

| | |
|---|---|
| Arthritis Six Week Self-Help course | 42 |
| Employee C.P.R. Instruction | 20 |
| Healthy Heart Six Week Nutrition Education Program | 119 |
| Healthy Heart 11-Session Exercise Program | 252 |
| Safe Use of Medications for Senior Citizens | 23 |

Clinic attendance has significantly increased, reflecting a strong need for community public health services. Several new education programs were well attended, indicating community interest in health education. In addition, a lending library of health education materials for senior citizens is in progress through this office.

I would like to thank the Board of Health members and staff, and each volunteer who has assisted with programs, for their continued cooperation and support in delivering Public Health Services to the residents and employees of the Town of Burlington.

Respectfully submitted,

Judith E. Baggs, R.N.
Public Health Nurse

# HEALTH AGENT/SANITARIAN

I hereby submit my annual report as Board of Health Agent/Sanitarian for the year 1992.

**INSPECTIONS**

| | |
|---|---|
| Food Establishments | 667 |
| Housing | 84 |
| Lead paint | 4 |
| Public Swimming Pools | 17 |
| Septic Systems, Drainage | 92 |
| Occupancy Permits | 55 |
| Animals/Kennels | 8 |
| Recreation Camps | 1 |
| Tanning Salons | 3 |
| Nuisances, Illegal Dumping, Investigations | 308 |

**COMPLAINTS**

| | |
|---|---|
| Food Service | 48 |
| Miscellaneous | 123 |

**OTHER**

| | |
|---|---|
| District Court Hearings | 1 |
| Special Sampling/Testing | 24 |

During the year meetings were held with contractors, architects, restaurant owners, and facility managers to review plans for renovation and construction of food establishments. Thirty (30) establishments were constructed or renovated during 1992. Plan review also included subdivisions, site plans, special permits, sewage/drainage permits, septic systems, and plumbing code variances.

On October 13, 1992, the Board of Health adopted a smoking regulation which will take effect on January 20, 1993. This regulation places controls on smoking in public places, restaurants, retail stores, the workplace, and in schools. It also regulates the retail sale of tobacco products, tobacco coupons, and tobacco vending machines.

Licenses and permits issued included the following: food establishments (restaurants, retail markets, cafeterias), mobile vendors, drainlayers, septage haulers, kennels, public swimming pools, keeping of animals and fowl, sewer, drainage, recreation camps for children, septic system installer and tanning salons. Additional duties included the dissemination of public health information and attendance at a total of 11 seminars on public health topics.

I wish to thank the members of the Board of Health for their support during the year and, again, I look forward to working with and for the Town of Burlington.

Respectfully submitted,

Brian A. Lockard, C.H.O.,R.S.
Health Agent/Sanitarian

# ENVIRONMENTAL ENGINEER

An important duty of the Environmental Engineer is to administer and enforce the "Control of Toxic and Hazardous Materials" by-laws. This by-law requires local businesses to annually register their hazardous materials with the Board of Health. During 1992, 130 facilities registered hazardous material inventories with the Board of Health. Of these facilities, 32 were found to maintain hazardous or toxic materials in excess of the reporting requirements established by the federal Emergency Planning Community Right to Know law and were consequently identified as SARA Title III facilities. As part of these duties, I have also completed 232 compliance inspections in order to verify chemical inventories and to review on site storage and handling practices.

Additional related activities have included monitoring the assessment and remediation of local contamination sites. These efforts have involved the review of 43 environmental studies as well as numerous consultations with state and federal agencies, as well as third party contractors. I responded to 13 hazardous materials incidents involving the release or discovery of hazardous materials. Furthermore, I also investigated 22 environmental complaints which included the following types of complaints; indoor air quality concerns, stream discoloration, and the illegal abandonment of underground storage tanks. The Burlington Board of Health sponsored another successful household hazardous waste collection day in May 1992. A total of 420 participated in this event which resulted in the collection of 2,375 gallons of hazardous waste. That is the second largest turnout to date for this event.

An additional duty of the Environmental Engineer is to monitor and protect the quality of the public drinking water supply. As part of these duties, 61 site plans were reviewed with the purpose of protecting local water sources by recommending potential preventive measures to decrease environmental impact should a chemical release occur. Secondly, this office was also involved with the revision of the town bylaw governing the use of road salt for de-icing. Based on our recommendation, a revised bylaw has been submitted to January town meeting proposing the complete ban of the use of sodium chloride containing de-icing compounds within Burlington. Such a ban will help to eliminate the risk of continued sodium contamination of local sources. Finally, in an attempt to monitor and control third party use of the local aquifer, the Board of Health has drafted a private well regulation which will mandate new requirements for the construction and decommissioning of private wells. This standard will help protect local sources by decreasing the potential for illegal cross connections between unregulated sources and the public supply as well as enabling the town to locate and identify the status of all wells existing in Burlington.

I would like to thank the members of the Board of Health for their support during the year and to encourage all Burlington residents to contact me should they have any environmental concerns.

Respectfully submitted,

Todd H. Dresser
Environmental Engineer

# EAST MIDDLESEX MOSQUITO CONTROL PROJECT

The East Middlesex Mosquito Control Project conducts a program in Burlington consisting of mosquito and wetland surveillance, larval and adult mosquito control, ditch maintenance and public education. The Project participates as a component of the State's **Vector Control Plan to Prevent EEE.**

Mosquito populations in 1992 were generally below average except in early September when populations exceeded nuisance levels. Eastern Equine Encephalitis was not a problem in Middlesex County in 1992; although 2 isolations of a precursor virus, Highlands J, within the Project area by the Mass. Dept. of Public Health caused some concern. Following heavy rains in mid August and the detection of the Highlands J virus, the Project provided survey data and support for a State funded aerial application of **Bti** pellets to control mosquito larvae at 155 acres of the Vine Brook Swamp. The purpose of the application was to evaluate the effectiveness of using **Bti** as an early intervention method to prevent EEE.

The objectives of the survey program are to identify mosquito breeding sites and to quantify changes in the larval and adult mosquito populations caused by weather. Larval mosquito population data is collected during all larval control operations. Adult mosquito populations are monitored regularly at 4 trap sites around the town.

The Project's larval control program relies on the non-toxic, biological larvicide, **Bti (Bacillus Thuringiensis Var.israelensis)**. In addition to the August aerial application of **Bti** pellets, field crews using a truck mounted hydraulic sprayer and portable sprayers applied **Bti** to 7.08 wetland acres when high densities of larvae were found breeding in stagnant water.

Adult mosquito control consisted of spraying 2,405 acres at night using truck mounted aerosol sprayers when survey traps indicated high populations of nuisance mosquitos. Project personnel sprayed 8 acres using portable sprayers to establish barriers to mosquitos around recreation areas.

The goal of the ditch maintenance program is to reduce the suitability of a wetland to produce mosquitos. This is accomplished by removing obstructions which have accumulated in a ditch, thereby restoring its flow and reducing the time stagnant water will remain in the wetland. Field crews cleaned 525' of ditch near Sandra Rd. and 420' of ditch located near Cambridge St. and Rt. 128.

The Project's public education program is designed to develop an awareness within the public and the private sectors as to their roles in mosquito control. The Project serves as a resource to residents, municipal officials and the local media on controlling mosquitoes, breeding sites and mosquito borne diseases.

The Project participated in a research effort with Northeastern University on the incidence of parasitism affecting **Cq. perturbans** in local wetlands. **Cq. perturbans** are a major nuisance species and a vector of EEE. The Project also conducted an operational trial of the effect of a new time release formulation of Altosid on the EEE enzootic vector, **Cs. melanura.** Altosid is an environmentally sensitive, non toxic mosquito larvicide.

**FINANCIAL STATEMENT**

| | | |
|---|---|---|
| Balance as of July 1, 1991 | -$1,107.60 | |
| Appropriation For Fiscal Year 1992 | $15,000.00 | |
| Expenditures for Fiscal Year 1992 | | |
| Overhead Costs | | |
| Operating Costs | $2,589.00 | |
| Personnel Costs | $11,732.09 | |
| Capital Equipment | $000.00 | |
| Direct Costs | | |
| Survey | $1,205.67 | |
| Water Management | $2,484.72 | |
| Larval Control by Helicopter | $000.00 | |
| Larval Control by Field Crews | $926.01 | |
| Adult Control | $894.39 | |
| Catchbasin Control | $000.00 | |
| Total Expenditures | | -$19,831.88 |
| Capital User Fee | | $168.00 |
| FEMA Reimbursement | | $628.14 |
| Balance as of 6/30/1992 | | -$5,143.34 |

Respectfully submitted,

David M. Henley, Superintendent

# PUBLIC LIBRARY

**Introduction**

The Burlington Public Library is located at 22 Sears St., just off the Town Common. The library offers books, magazines and newspapers, including large print: reference help; audio-and videocassette tapes: compact discs; toys; puzzles; museum passes and special activities. A library card is free; hours are Monday-Thursday 10-9; Friday, 10-6; Saturday, 10-5, and Sunday, 1-5; The library is closed weekends from mid-June to mid-September. Special library events and holiday closings are announced in local newspapers.

The major accomplishment of 1992 was the progress made toward an expanded library. Demand for services grew in many areas.

Library users and colleagues were saddened in June by the death of staff member Jean Mattson after a long illness.

**Staff (as of 12/31/92):**

**Full-time:**

| | |
|---|---|
| Director | Marcia A. Rich |
| Assistant Director | Elizabeth Weisberg |
| Reference Librarian | Ann Cameron |
| Children's Librarian | Sandy Hoyt |
| Circulation Supervisor | Mary Lord |
| Circulation Assistant | Phyllis Rae |

**Part-time:**

| | |
|---|---|
| Cataloger | Lucile Liu |
| Cataloging Assistants | Barbara Perrault |
| | M. Brenda Finnegan |
| Reference Assistant | Brita Flemming |
| Circulation Assistants | Donald Loughman |
| Children's Assistants | Anna Papalegis |
| | Ruth Yannetti |
| Young Adult & Children's Assistant | Cara Thissell |
| Cataloging & Circulation Assistant | Annmarie McMakin |
| Library Board Clerk | Elizabeth McDonough |
| Library Pages | Alicia Doble |
| | Rachel Howard |
| | Yvonne Kenney |
| | Suzann McGillivray |
| | Ashish Shah |
| | Michelle Yannetti |

To develop their skills and keep abreast of changes in the library field, staff and trustees participated in area and state meetings.

**Automation & Reference**

New software for the Merrimack Valley Library Consortium, of which Burlington is a member, was installed at the central site in Andover during December. This culminated a long preparation process which included staff training and communications lines upgrading. While some services were restricted during the installation process, the system is now up and running. It works faster, allows for greater customization and will enable consortium members to maintain capabilities in the face of growing circulation.

When the library's online public access terminals (referred to within the consortium as 'CL-CATS') became fully operational in mid-1991, the time-consuming updating of the old card file was discontinued. Consequently, it became increasingly inaccurate as the collection changed and was dismantled in the spring of 1992.

The public has adapted very easily to the CL-CATS, which display what is owned by other libraries as well as Burlington's holdings. The staff is always ready to assist users who have questions about the menu-driven search process.

Demand for reference service continued to be high, with the busiest hours from 2:30 to 6:00 on weekdays. Evening and Sunday hours were also very popular. Commonly requested topics were related to school and business activities, personal interests and pursuit of employment.

**Service Development**

The effort to evaluate and upgrade the library's print collection continued. The collection is being reviewed, and outdated, unappealing and unused items are being replaced with current attractive titles. This process is important because it makes it easier for both public and staff to find useful items; it helps staff identify weaknesses in the collection; and no longer useful materials will not have to be moved to the library's temporary home while the library is under construction. As part of the collection evaluation effort, a leasing arrangement for popular materials was discontinued in favor of purchasing the same items. Purchase is no more expensive and leads to greater future availability of the materials.

The magazine and newspaper collection was examined carefully during 1992. Several low-use subscriptions were replaced with ones which the public recommended or which had been requested frequently. A different bidding process made better use of funds, ensured continuity of subscriptions and will help save staff time in the long run.

In late summer, the library received a fax machine through a grant program of the Eastern Massachusetts Regional Library System, of which the library is also a member. The equipment is used daily for communications with vendors, architects, subregional and consortium headquarters or other libraries. One important use is the request and receipt of needed periodical articles from the Andover or Boston libraries; when the new consortium software was installed, the fax machine allowed the library to resume offering interlibrary loan sooner than could have been done otherwise.

Interlibrary loan procedures were streamlined to accommodate changes in consortium procedures and to save staff time.

Working together, the Friends of the Library and the library were able to achieve a better contract for the public photocopier. The new machine reduces the cost from $.15 to $.10 per copy and saves staff time by changing dollar bills and being more reliable.

The theft detection system for library materials was upgraded for the first time since its installation in the late seventies. This has enabled the videocassettes to be placed on public shelving for the first time, saving staff time and space in work areas. Some of the labor necessary to make these changes was provided by the Summer Youth Employment Training Program.

Changes in the way the library's meeting room is reserved made it more available to organizations.

In cooperation with the Town Clerk's Office, the library began offering voter registration in early fall, and many people have taken advantage of this new service.

**Building Expansion**

Support from Town Meeting Members at the January and May Town Meetings allowed the library to make a great deal of progress toward building expansion. Funds approved in January were used for architectural work to support an application for federal grant money. This was successful and in May the library was notified that it had been awarded $200,000 toward construction costs.

The planned building will address many community needs. In addition to space for long-term collection growth and implementation of current technologies, it will offer quiet study areas, adequate meeting room and staff work areas, expanded parking and complete handicapped accessibility.

**Ongoing Programs and Special Activities**

GENERAL: Authorfest was held in April. This event is co-sponsored by the library, the two Friends groups and the Burlington Educational Enrichment Program (BEEP). It provides the opportunity for residents of all ages to hear and meet with authors and illustrators at both the library and the schools and adds copies of their materials to local collections. December was "Food for Fines" Month again, and at the suggestion of the staff, the library has remained a collection point throughout the year for People Helping People, a local emergency assistance organization. Displays for both children and adults occupied the library's exhibit cases throughout the year. They included artwork, crafts, books and informational displays from individuals, community groups and the library's own collection.

CHILDREN'S: Library programs are offered to the public at large and to schools and groups, such as the Scouts. All programs stress enjoyment of good books and preschool programs teach reading readiness skills.

The Summer Reading Club, 'Reach For It. Read!' was part of a state-wide program which employed a sports theme to tie-in with the Summer Olympics. The 1992 Club had 514 participants, up 15% from 1991. Club members logged more than 3,800 hours of reading. A trip to the Family Library Day baseball game at Fenway Park helped kick off the Club.

Children participated in the library's Third Annual Overnight. Nursery schools came for programs and library tours were held. Staff spoke at the middle and elementary schools and to community organizations.

The Friends of the Children's Room sponsored a fall bake sale and a spring flea market. The proceeds from these events and the group's other fund raising efforts enabled the children's department to hold the highly popular special events and performances the library has offered in the past.

ADULT: The state and federal tax form program continued to be extremely popular. Spring and fall book discussion groups were held with the support of the Massachusetts Foundation for the Humanities: the spring series was also sponsored by the Friends of the Library.

**Statistics**

The library continued to be a busy place in 1992. Circulation has increased 19% in the last two years and 45% since 1988. The number of items reserved grew by 50.8% and the requests to borrow materials from other libraries grew by 104.8%. Almost 120,000 people visited the library during the year.

Days Open 327

**Circulation***

| Adult | Juvenile | Total |
|---|---|---|
| 91,902 | 83,798 | 175,700 (9.7% increase) |

**Interlibrary Loan (FY statistics)**

| | |
|---|---|
| Materials Borrowed | 1,840 (104.8% increase) |
| Materials Loaned | 1,038 (3.1% increase) |
| Items Reserved* | 4,331 (50.8% increase) |
| Borrowers Registered* | 1,854 (.7% decrease) |

Reference Questions Answered 10,986 (6% decrease)- Figure not directly comparable to previous year's. This is due to changes in the way incoming phone calls are handled, which improves public access via phone and also increases staff efficiency. If calls had been logged throughout the year in the same manner as the past, the total would have been higher.

Traffic Count 119,941 (10.7% decrease; may be due to problems with the equipment)

**Programming**

| | # of Programs | Attendance |
|---|---|---|
| Adult | 13 | 108 |
| Children's | | |
| Story and/or Craft | 167 | 2,148 |
| Performances | 12 | 1,047 |
| Total | 192 | 3,303 |

**Meeting Room Use**

| | | |
|---|---|---|
| Library-sponsored | 220 | |
| Community Organizations | 157 | |
| Total | 377 | (14.2% increase) |

**Materials Added to the Collection**

| Books | | |
|---|---|---|
| Adult | Juvenile | Total |
| 4,727 | 2,400 | 7,127 |
| Non-print | | |
| Adult | Juvenile | Total |
| 397 | 413 | 810 |

**Materials Withdrawn from the Collection**

| Books | | |
|---|---|---|
| Adult | Juvenile | Total |
| 3,278 | 1,165 | 4,443 |
| Non-print | | |
| Adult | Juvenile | Total |
| 49 | 96 | 145 |

| | |
|---|---|
| Total Items in Collection 12/31/91 | 57,366 |
| Items Added 1992 | 7,937 |
| Items Withdrawn 1992 | 4,588 |
| Total Items in Collection 12/31/92 | 60,715 |

*Due to consortium software changes, figures for the full year are not available. Figures shown are for January-November, 1992 and are compared with figures from the same months of 1991.

**Conclusion**

Many ingredients are necessary for a community to have a good library. Among the most important of these is community support. I would like to thank the Friends of the Library and the Friends of the Children's Room for their help and support, both moral and financial; the many businesses, organizations and individuals who have donated money, equipment or books; town officials and other departments for their cooperation; Town Meeting Members for their continued support for library services; and most of all, the library staff and trustees for being there when they are needed.

Respectfully submitted,

Marcia A. Rich
Library Director

# LIBRARY TRUSTEES



**The Board of Library Trustees. Front row, left to right: Timothy Braceland, Richard Lewis, Richard Radtke, Second row, left to right: Amy Warfield, Julie Michutka, Karen Arnold.**

1992 was a year of great progress for the public library. Our comprehensive approach to provide excellence in library science was greatly enhanced.

The primary focus of 1992 was on the expansion of our current facility. In this regard, the expansion program has evolved from an idea in January to a fully designed project in December. We are now ready to go forward with the bidding process and begin to coordinate moving into the old police station as a temporary library.

We began in January, receiving $20,000 from Town Meeting to put together a grant application for federal funds to help offset the construction costs. Our director, Marcia Rich, worked tirelessly on the grant and we were rewarded with a $200,000 federal grant.

In May, Town Meeting voted $185,000 for the design/development program. The trustees, in conjunction with the Capital Buildings Study Committee, selected Preservation Partnership as our architects.

Throughout the summer and fall, our two committees met bi-monthly to work on the design of our expanded facility. In addition to these meetings, we also met with engineers concerning plumbing, HVAC, electricity, fire alarm and sprinkler systems, computer systems, telephone, etc. We have met with the Board of Selectmen, the Capital Budget Committee, the Ways and Means Committee, the Disability Access Commission and a representative of the state Board of Library Commissioners. This process has been both long and arduous.

I would like to thank my fellow trustees and the Capital Buildings Study Committee for their Herculean efforts. All these people are volunteers who have given greatly of themselves for this worthy cause.

Despite our many strides, we still have a long way to go. We would like to thank the various boards and committees who have supported us in this endeavor. Let us also thank Town Meeting Members and the citizens of Burlington for their resolute, whole-hearted backing of this enterprise. Your blessings give us strength and hope. Together we shall build a library this town can be very proud of.

The Board was active in other ways as well. During 1992, we've reexamined library policy dealing with the selection process of both print and non-print material. We've upgraded our theft detection system, changed our computer software and begun laying the ground for a large fundraising campaign which will begin soon. We are exploring other grants, such as the National Endowment for the Humanities, to help reduce the burden on taxpayers.

The one year evaluation of our new director Marcia Rich was completed in 1992. The board strongly approves of her tenureship, most notably in her dedication to public service and her extensive grasp of all aspects of library science. Ms. Rich is in the process of settling in Burlington and we have extended her a three year contract of employment. It is our hope that she will stay and guide the library for many years to come.

Sadly, we must acknowledge the death of Jean Mattson. Jean was both a wonderful human being and a valuable employee. Our hearts go out to her family over this tragic loss. Jean's warmth and dedication to service are greatly missed. May she find the peace of heaven she so richly deserves.

Respectfully submitted,

Timothy Braceland, Chairman
Richard Radtke, Vice-Chairman
Karen Arnold
Richard S. Lewis, D.M.D.
Julie Michutka
Amy Warfield

# HISTORICAL COMMISSION

The Commission members experienced another busy and productive year. The Museum was opened to several interested town groups, as well as to a visiting high school exchange student group from Germany. These exchange students also were given the opportunity to visit our grand old cemetery at the corner of Bedford and Lexington Streets. In addition, many Cub Scout and Brownie troops toured both the Historical Museum and the West School. These tours are made available to all interested groups throughout the year, with each group focusing on different antiquities. It is an interesting and fun learning experience for all concerned.

**HISTORICAL MUSEUM**

Some badly needed yard work was taken care of in the fall. A dead and dangerous tree to the rear of the museum was removed. Murray Landscaping removed some infested bushes and planted colorful fall mums, which provided a beautiful setting for all to enjoy. Did you?

We have started an oral-history department. "BCAT" donated tapes of the Board of Selectmen and School Committee meetings, along with special programs focusing on Burlington. We welcome anyone wishing to provide an oral history of their experiences while living in Town. Please think about your memories as unique and interesting for future generations to enjoy and learn more about Burlington. Experiences or events could be personal or business related; remember, each day we live is a part of history. We make house calls, please call (617) 272-0606 to set up an appointment.

On Veterans' Day, November 11, 1992, in honor of Former State Representative and former Selectman Robert A. Vigneau, a beautiful gray marble stone was placed and dedicated at the Historical Museum. Bob gave many years of unselfish service to the Town and is truly missed.

**THE WEST SCHOOL**

The twenty-five year old roof was replaced this year. It is beautiful. Why not ride by and take a look to see where some of your tax money went. The new roof should be good for another twenty-five years. We saved some roof shingles and plan to stencil a picture of the West School on these shingles and use them as a fundraiser at some future date.

We are interested in any old primary school books for use in a "Show and Tell" program at the West school.

The Commission would like to add to its collection of town reports for use in our new town history reference section. Anyone having old Town Reports and willing to donate them may drop them off at the Receptionist's window at Town Hall.

Thank you.

**MUSEUM HOURS**

The Museum was open on a regular schedule from May through October, Tuesday nights from 7 pm to 9 pm and Saturdays from 11 am to 3 pm. We plan to continue this same schedule in 1993, so mark your calendars. The museum houses many treasures of Burlington's past; why not drop by to familiarize yourself with them.

Following are a few highlights of our agenda for 1993. We plan to paint the Museum; arrange for revolving exhibits; have fall and spring workshops; an RCA exhibit; slide presentations of historical homes, parks, schools, people, etc., etc.

Respectfully submitted,

Pauline R. Keans, Chairperson
Annee' L'Heureux, Secretary
Norman Biggart
Carol O'Hearn
Robert Davis
John Hickey

# S CHOOL COMMITTEE



**Seated left to right: Christine Monaco, Chairman Jack Mooney, Lucy Damiani**
**Standing left to right: Vice Chairman John Vanella, Student Representative Amanda Giordano, John E. Fogelberg**

**SCHOOL COMMITTEE**

| | Term Expires |
|---|---|
| John D. Mooney, Chairman<br>4 Richard Road | 1993 |
| John L. Vanella, Vice Chairman<br>8 Pearson Circle | 1993 |
| Lucy M. Damiani<br>7 Hearthstone Drive | 1995 |
| John E. Fogelberg<br>214 Winn Street | 1994 |
| Christine M. Monaco<br>18 Corcoran Road | 1995 |

The regular meetings of the School Committee are held in the School Committee Room, Open Space A, Burlington High School, 123 Cambridge Street, Burlington, on the second and fourth Tuesday of each month at 7:30 p.m. If a change in meeting dates is voted, a posting on the Town bulletin is required by law. Information is secured by calling the Superintendent's Office.

**Superintendent of Schools**

| | |
|---|---|
| Robert M. Neely | B.A., University of California<br>M.A., University of California<br>M.B.A., Boston College |

**Assistant Superintendent for Business and Finance**

| | |
|---|---|
| James L. Picone | B.S., Salem State College<br>M.A., Suffolk University<br>Doctoral Candidate,<br>Boston College |

**Director of Curriculum and Instruction**

| | |
|---|---|
| Avalin Green | A.B., Middlebury College<br>M. Ed., University of Virginia<br>Doctoral Candidate,<br>University of Pennsylvania |

**Director of Pupil Services**

| | |
|---|---|
| J. Kevin Foley | B.S., Boston University<br>M. Ed., Northeastern University |

**Director of Buildings and Grounds**

| | |
|---|---|
| William H. Koutrouba | Northeastern U.,<br>Engineering Courses<br>University of Massachusetts<br>Housing Standards,<br>Inspection & Enforcement<br>Neighborhood Housing Services<br>of America<br>Loan, Budget, Creative Lending<br>Lead/Asbestos Code Enforce-<br>ment |

| | |
|---|---|
| Monica Curtin | Supervisor of Attendance |

**Burlington High School Administration**

| | |
|---|---|
| Maynard M. Suffredini, Jr.<br>Principal | B.S., Boston State College<br>M. Ed., Boston State College<br>C.A.G.S., Northeastern University<br>Ed.D., Boston College |
| Otto M. Contardi<br>Associate Principal | B.S., Northeastern University<br>M.Ed., Northeastern University |
| Samuel F. Gualtieri<br>Associate Principal | B.A., Middlebury College<br>M.Ed., Salem State College |

**Marshall Simonds Middle School**

| | |
|---|---|
| Richard J. Connors<br>Principal | B.S., Salem State College<br>M. Ed., Boston University |

**Elementary Schools**

| | |
|---|---|
| Richard J. Benowitz<br>Fox Hill School | B.S., Temple University<br>M.Ed., Boston University |
| Paul A. Cabral<br>Wildwood School | B.S., Salem State College<br>M.Ed., Salem State College |
| Ann L. McNamara<br>Memorial School | B.A., Emmanuel College<br>M.Ed., Northeastern University |
| Stephen E. Preston<br>Pine Glen School | B.S., Salem State College<br>M.Ed., Northeastern University |

**School Committee**

The state of the economy and educational reform are the two most trying issues as we move into 1992. Unfortunately, the two are necessarily tied together both at the local and state level, with the state's course of action to have significant impact on the Burlington educational establishment.

The following report will attempt to highlight events, directions and recognition given in order to portray past and present educational events while revealing future directions for our school system.

To commence the New Year, the retirements of two outstanding secretaries, Lorraine Allen and Alice Brook, were accepted with regret. Also occurring in January was the issuance of a Ways and Means guideline of a 1.5 percent budget increase for all town departments. The School Committee conducted their first open Budget Forum in January, while establishing a study committee on the subject of School-Based Management including parents and educators.

In March a budget of $18,641,734 was accepted by a 5-0 vote concluding another year marked by cooperation between the Committee and the Ways and Means. The increase was 1.49 percent over the prior year.

Also of note was the retirement of eight school department employees who took part in the town's early retirement plan. Four special warrant articles for the renovation and repair of school buildings were submitted to Town Meeting, and the School Committee voted 5-0 to study Burlington's schools administrative structure as part of a possible administrative reorganization.

April of 1992 saw the end of Mr. Donald Muse's term and the reelection of Lucy Damiani. Christine Monaco was elected again after one term away from the Committee. Jack Mooney was elected chairperson, while John Vanella was elected Vice-Chairperson.

The Committee again elected J. Spencer Tobin as School Committee counsel and Joan Corrao as secretary to the Committee.

Two educational innovations were approved by the Committee in April—a "Teacher Emeritus" program and a Summer Enrichment Program at the Marshall Simonds Middle School.

In May Charles Lyons, Superintendent-Director of Shawsheen Valley Vocational-Technical High School, appeared with Burlington residents who were recipients of awards of merit at Shawsheen Voke-Tech. Students were awarded certificates during this Spotlight on Excellence ceremony. Also occurring in May was the approval of Republic Management's school lunch contract for the second year.

The Committee also approved a controversial elementary school redistricting proposal and accepted a 500 name petition signed by parents and players on behalf of a coach of girls' basketball.

In June the Committee awarded "Spotlight on Excellence" certificates to the Writing Leadership Team of the Burlington Public Schools. The eleven staff members represented all three levels of the school system.

Also appearing before the Committee in June was Mr. Edward O'Connell of the U.S. Department of Education addressing the Committee on "America 2000" a nine-year plan. Senator Robert Havern also spoke to the Committee on educational reform and possible funding plans. The Burlington High School Interdisciplinary Curriculum Team also gave a comprehensive oral and written report to the Committee in June.

July marked the conclusion of another year for Superintendent Robert Neely who was evaluated by Committee members, receiving a grade of 3.65 out of a possible 5.00. This represents a "satisfactory" to "above average" grade.

Representatives of the Burlington Disability Access Committee met with the Committee to discuss progress on the implementation of American Disabilities Act recommendations.

In August the Burlington schools received $332,100 in educational aid from the legislature. The Committee convened special meetings to receive input, confer and decide on the allocation of this state aid. Many teachers were reappointed to positions, as their students lobbied long and laboriously on their behalf.

Jack Rennie, Chairman of the Massachusetts Business Alliance for Education, spoke to the Committee on the need for educational reform, while also explaining his involvement in Burlington's BEST BET Program and the $300,000 awarded for special projects.

Also passed in August was a motion to transfer $100,000 from the state aid received to an account which would provide handicap access under the A.D.A.

September meetings saw a Board of Health representative speak on a proposed town building smoking policy.

As directed by the Committee, the Superintendent with the input of parents produced a new elementary program to provide "academic challenge" for all elementary students formerly in the BEAM program.

Lucy Damiani and Christine Monaco were elected to serve on the negotiating team which will develop a new contract with the Burlington Educators Association.

In October the Superintendent proposed the goals for himself and the school system. Also passed was a lease arrangement with the YMCA, while Principal Richard Benowitz covered the smooth transition of the students from Memorial who now attend the Fox Hill School.

The year ended with the Committee passing a cultural exchange program with teachers from Russia visiting Burlington, while two of our teachers visit what was formerly known as the Soviet Union.

Mr. Neely presented the Massachusetts Association of School Superintendents' Awards to two outstanding Burlington High School Students, Andrew Cheifetz and David Lynch. Also honored during November were eight Burlington teachers by "Who's Who Among America's Teachers." They were nominated by former students.

Special thanks are extended to Shawn Lane and Amanda Giordano who most ably have represented the student body through their service to the Committee and the community.

Also, thanks and recognition to Joan Corrao who has labored with dedication, patience and understanding through 1992.

Respectfully submitted,

BURLINGTON SCHOOL COMMITTEE
Jack Mooney, Chairperson
John Vanella, Vice-Chairman
Lucy M. Damiani
John E. Fogelberg
Christine M. Monaco

# SUPERINTENDENT OF SCHOOLS

During this past year the school department has continued to work toward fulfilling the mission which it established for itself in the fall of 1990 with help from parents, teachers, administrators, and the community at large. That mission is:

"To help all students acquire organized knowledge, master physical and intellectual skills, and understand ideas in ways that foster a positive self-image and lead to life-long learning, self-sufficiency, and responsible citizenship."

Substantial progress has been made in fulfilling this goal since it was first adopted by the School Committee two years ago. Since then the school system has established a curriculum review process which permits teachers and administrators to systematically review the entire curriculum so that it is consistent with the most recent research. So far the staff has reviewed and revised the entire art program in grade K-12 and published a first-rate curriculum guide for future reference. The writing program has also been reviewed, and major revisions have been made that have resulted in substantial improvements in students' writing skills. These improved skills can been seen in the writing that students have published and in the work that they bring home.

In addition to curriculum work, the school department has put a great deal of emphasis on staff development with much of that activity centered on work in writing and literature-based reading. There have also been a good number of workshops on effective teaching of mathematics and on peer coaching. These activities have helped to improve the quality of instruction throughout the district and led to several curriculum improvements.

This year the high school has begun studying the concept of creating an interdisciplinary school. Like most American high schools, Burlington High School is divided into several academic departments and this has resulted in a certain degree of isolation

among the academic disciplines. In order to overcome that isolation and more effectively implement the mission, the high school has created interdisciplinary teams at each grade level. These teams meet on a regular basis under the direction of the selected chairpersons and the high school principal for the purpose of discussing and implementing cross disciplinary activities. In conjunction with these activities, the high school has also created a close working relationship with Boston University and Framingham State College and next year plans to implement a pilot program in interdisciplinary studies.

This fall the school department hired the New England School Development Council to project enrollment figures during the next ten years so that the schools can plan for increases in the student population. The results show that school enrollment will grow to 3,571 students by 1997, and to 3,730 by the year 2003. This is an increase of approximately 200 students during the next five years and 370 students during the next ten years. In order to accommodate these increases, I have established a Facilities Study Committee to develop several options. Although the Committee has just begun its work, it should have its recommendations ready by the spring of this year so that I may present them to the School Committee and ultimately to the Town Meeting.

This year has also resulted in great debate on school reform at the state level. The Joint Education Committee of the Massachusetts Legislature under the chairmanships of Mark Roosevelt of Boston and Tom Birmingham of Chelsea has been discussing a major educational reform bill during the past year in conjunction with the Massachusetts Business Alliance for Education. This bill would significantly change the way education is funded in the Commonwealth by creating a formula that would guarantee a "foundation budget" for every school district and by establishing a "standard of effort" which every community would have to meet. The purpose of the new funding procedure would be to guarantee that every student in Massachusetts would receive an equal educational opportunity by more equitably distributing the money among school systems. Under the current funding system, students in wealthy towns often have as much as four times as much money spent on their education as do students in poorer communities, and the bill would remedy that inequity.

In the following pages are reports from the various departments at the high school and from the middle and elementary schools. As you read them you will see that our schools have a great deal to offer the children of Burlington. We have a fine faculty and administration and many excellent programs which are dedicated to proving the best education possible for the children of Burlington.

Respectfully submitted,

Robert Neely
Superintendent of Schools

# CURRICULUM AND INSTRUCTION

The Curriculum Review Procedure continues in an orderly fashion. The K-12 Art Curriculum was adopted in January and is being fully implemented at all levels. The research and development and the piloting phases of the writing curriculum have been completed and the curriculum document for this area is in the editing stage. Writing affects every area of the curriculum and every teacher in the system. There is an ongoing program of training and implementation for the new writing curriculum. The social studies committee is in the research and development phase of their study. Because of budget constraints, the review of foreign language, originally scheduled to begin in January of 1993, has been postponed to September.

Staff Development Day was moved from March to November this year to comply with the request of the town to close schools on the day of the presidential election. This year's keynote addresses were delivered by Dr. Robert Antonucci and Dr. Patricia Campbell. Dr. Antonucci shared his ideas on school reform with the faculty and Dr. Campbell brought the results of the AAUW study "How Schools Shortchange Girls." Following the keynote addresses, the high school faculty worked with the team from Boston University on interdisciplinary education; the middle school faculty focused on techniques for integrating special needs students into the mainstream and the elementary faculty attended workshops on a number of topics including integrating special needs students, working with students from families-at-risk and cooperative learning.

Teachers continue to update their skills in workshops and courses. Peer Coaching, the staff development initiative recommended by the Committee for Strategic Planning, was furthered this fall by the offering of the third training session for teachers. To date, forty-five teachers from all levels and many different disciplines have taken advantage of the training sessions. At the recommendation of the Writing Leadership Team, two courses on the teaching of writing were offered for elementary teachers during the year, as well as two fall workshops. Cooperative learning strategies were highlighted for middle school and elementary teachers in summer workshops. Mathematics for Teachers was attended by 24 elementary teachers this fall. Technology courses have been offered to staff at all levels throughout the year.

A program of Academic Challenge is being provided for elementary students in the regular classroom this year. Teachers are being trained to incorporate higher level thinking skills into the reading, writing and mathematics programs.

The kindergarten staff, in addition to being involved in the program of Academic Challenge, completed the training on social cognition recommended by Professor Mary Mindess in her

evaluation of the extended day program and is continuing to explore assessment of student progress, focusing on the area of writing.

Respectfully submitted,

Avalin Green
Director of Curriculum and Instruction

## BURLINGTON HIGH SCHOOL

During the 1992 year, the High School administration and staff were involved in planning a variety of projects for the upcoming year.

First, a major focus was placed on curriculum development which introduced to the staff methods and procedures integrating the curriculum in what is defined as an interdisciplinary approach to learning. The intention of this plan is to enable staff members ways to work together across departments on content and themes which are common at grade levels.

Curriculum Teams were formed, one for each grade level, and four Chairpersons were appointed to chair each team. They were: Mr. Michael Guadagno, Grade 9; Mr. Leonard Connolly, Grade 10; Mr. David Luther, Grade 11; Mrs. Carolyn Weiser, Grade 12. Regular meetings were held which included myself and the four Curriculum Chairpersons to plan and organize the beginning stages of this project. Steps have been taken to develop links with Boston University and Fitchburg State College assisting in the further development of this project at Burlington High School.

Secondly, our ten-year reaccreditation occurs in September of 1994. We have begun the process of initiating our self-evaluation phase, and during the next two years, we will devote much time in assessing every aspect at Burlington High School.

Thirdly, we are constantly assessing our student population in order to address the needs of these individuals. While budgets have become tighter, we still manage to maintain all academic and extracurricular programs with minimal effect. Our school population dropped from 950 in June 1992 to 935 in September 1992. We are pleased with the number of families who support Burlington High School by sending their children here for an education with confidence in our public schools over private schools in the area.

Assessment of student performance on SAT tests reveal our students performing slightly above State and National averages. Our continued goal is to improve upon these scores each year. We are pleased with the large number of students pursuing educational opportunities upon graduation. Between ninety and ninety-five percent of our students choose to further their educations in some form or another with approximately seventy-five percent of our graduates going on to four-year colleges and universities.

Staffing levels at our High School continually are dropping. During this past year, veteran teacher Mr. Richard Garbotto of our Science Department retired; Mrs. Jean Sykes of our Mathematics Department was transferred to our Middle School; and Mrs. Jane Dolan of our Home Economics Department was also transferred to the Middle School. In each instance these positions were not filled at our High School.

During the months of May and June, Burlington High School was visited by students and staff from our companion school in Hockenheim, Germany. Dr. Walter Weidner, Principal of the school, and his wife, along with Mrs. Vera Koch, teacher, were hosted by Dr. Suffredini and his family. Mrs. Koch, Dr. Weidner and Mrs. Weidner each were two-week guests, from May 21 to June 3 and from June 3 to June 15 respectively. Our German visitors were treated to the historical sites and restaurants in the Eastern New England area.

I wish to personally thank the townspeople of Burlington for their continued support for the programs and students at Burlington High School. It is our hope that we may provide the educational experiences and opportunities for our students in the future as we have in the past.

Respectfully submitted,

Dr. Maynard M. Suffredini, Jr.
Principal

## ART DEPARTMENT

Burlington High School art students received honors in the regional and state Scholastic Art Exhibition. At the national exhibition, Nancy Mustoe received a Blue Ribbon and Peter Petropoulakos was the recipient of a scholarship to Syracuse University. Ms. Sullivan was a member of the Scholastic Advisory Board and Mr. Young was one of the judges for the state exhibition.

In the spring of 1992, the department produced its nineteenth annual "Exhibition." Over 800 pieces of work were exhibited in the library and main lobby.

Juniors Tammy Dotson, Michael Aubert and David Kemper were selected to represent Burlington High at the fourth annual Art All-State Festival at the Worcester Art Museum. All-State is jointly sponsored by the museum, the Massachusetts Art Education Association, the Massachusetts Alliance for Arts Education and the Massachusetts Directors of Art Education.

The Department continues to host visitors from the New England area interested in implementing computers in their art curriculum. The Boston Computer Society's education group held one of their monthly meetings in the lab, focusing on the role of computers in the art curriculum.

Graphic Design III students took an historic look at the theater and designed a huge SuperGraphic for the school auditorium. Twenty-six actors, writers and composers were painted on the wall in the back of the facility. A new sculpture installation was added to the growing collection of student art in the building, this time at the end of the guidance corridor.

Graduating students were accepted at UMass Dartmouth, Mass College of Art, Arizona State, Syracuse University and the Rhode Island School of Design.

The system-wide art curriculum study committee completed their research and writing and had the completed curriculum accepted by the School Committee in February.

Respectfully submitted,

Philip E. Young
Art Department Chairman

## ENGLISH DEPARTMENT

The new salary incentives in the teacher's contract have stimulated professional development for teachers. Several teachers have participated in courses and workshops on subjects as diverse as alcohol awareness, cooperative learning, stress management and writing. Teacher Kathleen Dalton traveled to Ireland last summer to study Irish authors. Maura Bullock has been invited by the College Board to conduct workshops for teachers of Advanced Placement English in Princeton, New Jersey. English teachers are also serving on faculty committees to study interdisciplinary education and to prepare for reaccreditation in 1994. The work of these committees is designed to keep our school abreast of current educational practice.

Successful publication of student writing is going strong. The school magazine and newspaper were each recognized for achievement in the past year. Individual teachers have published anthologies of their students' writing as well. Thus, more students have found audiences for their work.

Respectfully submitted,

Robert W. Casey
English Department Head

## FOREIGN LANGUAGE DEPARTMENT

We continue to teach five foreign languages at Burlington High School; Latin, French, Spanish, German, and Italian. Students study Spanish, French, Latin and Italian for five years. German may be studied for four years. Approximately five hundred and fifty students, or sixty percent of our student population study a foreign language. Personal computers, audio tapes and video equipment have become valuable aids in foreign language acquisition.

Mrs. Laurie Smith's Spanish Club traveled to New York City for three days in November, as a cross-cultural experience. Her classes also organized a Spanish Food Fiesta in December. Mrs. Maria Walton, teacher of Spanish IV and IV, teaches a course in Food Preparation in the Home Economics Department.

Mr. Edward Doyle, Chairman of the Department, is preparing for our next German Exchange with Hockenheim, Germany. This exchange is now fifteen years old. Mrs. Suzanne Borin, a French Teacher, continues to expand our program, in conjunction with the Burlington business community, of rewarding student scholars by giving them discounts at local establishments.

Respectfully submitted,

Edward A. Doyle
Chairman Foreign Language Dept.

## HEALTH EDUCATION DEPARTMENT

Our Health Education Department and Massachusetts Department of Education Grant funding for three years have enabled 93 teachers to participate in graduate in-service courses taught by Mt. Auburn Prevention Training Center and Northeast Health Resources. Community programs with Burlington Public Health nurses, conducted for senior citizens concerned with alcohol, medication and aging were successful. In May, our Drug and Alcohol Awareness Week was highlighted by a drama performance "The Improbable Players" involving drug and alcohol abuse by actors with real life experiences. An evening program for Girl and Boy Scouts, their parents and friends, consisted of police and professional speakers who spoke about drugs, suicide and healthy life styles. We were proud to provide assistance and grant fund support to our all night drug-free graduation party and "Safe Homes Project" which published a directory for 250 family memberships.

Respectfully submitted,

James A. Trentini
Health Coordinator

# MATHEMATICS DEPARTMENT

The Math Department courses continue to strive to meet the needs of all student levels by offering a wide variety from Advanced Placement in Calculus, Computers, and Probability to basic skill courses in math and computer selections.

The computer programming courses continue to be popular especially Lotus, Basic, Fortran, Graphics, and Pascal. We expect interest to remain high; and, in order to meet the need, we must continue to upgrade the equipment.

The Math League team had one of its better years by winning the Eastern Massachusetts Division II tournament in May. The coaches for the team were Jean Saxe and Marlin Kagan. Teams in the competition were Andover, North Andover, Woburn, Austin Prep, Wayland, Somerville, Billerica and Winchester.

Two math teachers, Jean Saxe and Janice Sykes, were listed in "Who's Who Among America's Teachers" this past year.

Thanks to "Best Bet" a number of curriculum projects have been undertaken in math and computers.

Respectfully submitted,

James P. Curtin
Math Department Head

# HIGH SCHOOL PUPIL SERVICES DEPARTMENT

The High School Pupil Services Department has worked to meet the diverse and complex needs of the high school student population. The Guidance Counselors, through the use of varied counseling techniques, work with students to identify and remediate problem areas as well as to help them develop appropriate educational/career goals and courses of action to achieve those goals.

The program for special needs students continues to be effective in identifying learning problems while offering in-depth special needs support and academic diversity for those students with learning disabilities.

The Guidance Department hosted representatives from 88 colleges and technical schools who spoke to interested students regarding admission requirements, costs and financial aid information during conferences at the high school.

The college computer information system (COLLEGE COUNSEL) was utilized by 205 students the past school year. Each participant received a personalized booklet detailing those colleges that appear to best meet their needs, interests and abilities. This information used in conjunction with the expertise of the Guidance Counselors provided the necessary information for each student to make a positive collegiate choice.

The 1992 Burlington High School Scholarship Program produced positive results. One hundred fifty one donors contributed to the 1992 program. Scholarships, totaling $166,700, were distributed to 232 recipients. Our deepest gratitude is extended to the local individuals, civic groups and business organizations who contributed to the scholarship program.

**The following is a profile of the Class of 1992:**

| | | |
|---|---|---|
| Size of Class: | 251 students | |
| Number of Students Continuing Education: | 216 or | 86% of Class |
| Number of Students With Other Plans: | 4 or | 2% of Class |

**Continuing Education Information:**

| | | |
|---|---|---|
| Four Year Baccalaureate Programs: | 187 or | 74% of Class |
| Four Year Public Institutions | 95 or | 38% of Class |
| Four Year Private Institutions | 92 or | 36% of Class |
| Two Year Associate Degree Programs: | 21 or | 8% of Class |
| Two Year Public Institutions: | 18 or | 7% of Class |
| Two Year Private Institutions: | 3 or | 1% of Class |
| Educational/Vocational Non-Degree Programs: | 9 or | 4% of Class |

**1992 CEEB Test Summary:**

230 students tested out of a Class of 251 or 92%

**Scholastic Aptitude Tests (Cumulative Percentages):**

| | Verbal | Math |
|---|---|---|
| Above 700 | 1% | 4% |
| Above 650 | 2% | 11% |
| Above 600 | 6% | 18% |
| Above 550 | 12% | 34% |
| Above 500 | 24% | 48% |
| Above 450 | 47% | 60% |
| Above 400 | 67% | 75% |

**Achievement Tests (Mean Scores):**

| | | | |
|---|---|---|---|
| English Composition: | 504 | Literature: | 418 |
| Math Level 1: | 548 | Physics: | 546 |
| Math Level 2: | 646 | Chemistry: | 551 |
| Biology | 553 | Spanish | 487 |
| American History | 530 | French: | 468 |

Twelve members of the Class of 1992 were recognized as National Merit Commended Students.

Two members of the Class of 1992 were awarded National Merit Scholarships.

Respectfully Submitted,
Thomas Imbriglio
Chairperson, High School Pupil Services

## READING AND BASIC SKILLS

At Burlington High School, reading instruction is an integral component of all areas of the curriculum. To supplement this instruction, the Reading Specialist provides testing, diagnosis, evaluation, and instructional support services in all verbal areas. Programs are designed for entire classes, small groups, and individuals based on the specific needs of the situation. Referrals for such programs are made through all members of the high school community, including teachers, counselors, parents, and students themselves.

The Reading Specialist also functions as the Basic Skills Facilitator at the high school. In this capacity, he is responsible for coordinating all aspects of the Massachusetts Assessment Testing Program.

Respectfully submitted,
Robert F. Conceison
Reading Specialist
Basic Skills Facilitator

## SCIENCE DEPARTMENT

This year saw the retirement of Burlington native and long time teacher, Richard Garibotto. He was a coach in his earlier years and his specialty was teaching good science to our youngest students.

Interdisciplinary projects continued. Several examples are: Phyllis Sonnenschein and her biology classes with English classes studying Moby Dick - on a whale watch expedition. Ms. Sonnenschein with an Anthropology class and the genetic basis for race. Richard Beaumont with American History classes, providing the physiological aspects of survival in the Donner Saga. Edward Young provided plate tectonics and geography to Alternative Education in their study of Central America. David O'Hearn presented background on gravity and the development of calculus to an honors Junior English class as they studied Sir Isaac Newton. David Luther continued as Junior level coordinator in interdisciplinary matters.

The annual Operation Environment involving 100 freshmen in honors biology was held again at Harold Parker State Forest under the sponsorship of Richard Beaumont and Donald Tocci during the first weekend of May.

Student interest in the science department's basic and elective courses continued high during 1992 with an enrollment rate of over 80%.

Respectfully submitted,
David L. O'Hearn
Chairman

## SOCIAL STUDIES DEPARTMENT

The Social Studies Department of Burlington High School experienced another productive year of activity and growth.

A major focus of the year has been the work of the system-wide K-12 Social Studies Curriculum Study Committee under the direction of Avalin Green. The eighteen member committee is comprised of teachers, administrators, and related staff from all grade levels as well as two community representatives. This first year is devoted to study and analysis. The all-day monthly meetings provide an opportunity to evaluate or present K-12 curriculum, study the current literature, and listen to expert speakers from the field. Pilot programs, recommendations, and implementation will proceed in the years to come. The members serving from this department are Julia B. Brown, James W. Beaudry, Carolyn I. Weiser, and the chairman.

As in the past, we continue to enrich our courses with guest speakers, meaningful and well organized fieldtrips, and special programs. In February, Mr. Costa had Mr. Fogelberg speak to his sophomore United States History classes on local history topics. His interesting and informative presentation, complete with slides and artifacts, was videotaped for future classroom use. In the fall, Mr. Lang invited Mr. Steven Bachuer of the Massachusetts Developmental Disabilities Council to speak to his senior psychology classes on the subject of Tourettes syndrome. Mr. Bachuer's personal perspective added greatly to the effectiveness of the presentation.

The biannual law fieldtrips to the State House and Suffolk County Court House, conducted by Mr. Driscoll, continue to be highly successful at showing students the "Law in action." So, too, the spring fieldtrip to the Museum of our National Heritage and the Lexington and Concord battle sites in our sophomore United States History program provides an experience which we cannot duplicate in the classroom. In January, the department chairman's United States History classes were taken on a fieldtrip to the Paul Tsongas Industrial History Center, Lowell. Students not only toured the historic sites but also helped evaluate one of the new programs being developed at the Center for school groups. Dr. Edward J. Pershey, Director of the Tsongas Center, found the suggestions and evaluations of the Burlington students to be particularly helpful.

By way of special programs, Mr. Beaudry's senior economics students have participated in the fifth annual A.T.&T. Collegiate Investment Challenge. The exercise is a four-month stock market simulation in which the classes create a $500,000 stock portfolio in competition with other high schools. We are very pleased to acknowledge that this stimulating program has been sponsored by A.G. Edwards' investment counselor Richard Caruso.

As part of the Quincentennial celebration of Christopher Columbus, high school Social Studies students participated in an essay competition sponsored by the Burlington Council of the Knights of Columbus. The winning students were sophomores Randy Craig and Tom DelSolia. Knights of Columbus officers John Dattilo and Craig Minichello presented to each student a bond worth $100 and a certificate.

In recognition of the presidential election, the Social Studies Department conducted a school-wide mock election in concert with dozens of other area schools. The Lowell Sun provided participating schools with study materials, mock ballots, and "I Voted" stickers. They also published the regional results by town and by school. Over 90% of our students voted. The Republican ticket of Bush and Quayle received 16% of the vote; the Democratic slate of Clinton and Gore garnered 45%; and the Independent candidates, Perot and Stockdale, tallied a surprising 39% of all votes cast (most popular with the freshman and sophomore classes).

Customarily, the teachers in this department have been involved in a variety of self-improvement and professional activities. Mrs. Brown, Mr. King and Mrs. Weiser have taken full advantage of the Peer Coaching Program. Mr. Beaudry participated in a workshop at Bentley College entitled "Democratization in Eastern Europe" which focused on business and economic trends in Eastern Europe and the social and political problems of transition. Mrs. Weiser attended a three-day conference in Atlanta, Georgia, conducted by the Association for Supervision and Curriculum Development.

The entire department has been working in cooperation with the high school administration to implement an interdisciplinary approach to learning at Burlington High School. For example, Mrs. Brown has tailored her annual fieldtrip to the Museum of Fine Arts to coincide with a project being taught by one of the art teachers. Mr. King has worked with a science teacher to teach a unit on the historical and physiological lessons to be learned from the 1847 Donner Party. Social studies maps were provided to a math teacher to be used in a computer graphing class.

In the second semester, we hosted one full-time student teacher from Merrimack College, Stephen McDonough. His performance here has been the equal of any other student teacher in recent memory. Gentlemanly, well informed, conscientious, and even-tempered—he will make a substantial contribution to the teaching profession.

The Social Studies Department continues to perform a number of important functions outside the curriculum area. The election of Student Government Day delegates, the selection of Boys' State and Girls' State participants, the nomination and election of the D.A.R. Good Citizen Award, the administration of the A.F.L.-C.I.O. Scholarship exam, and the selection of a recipient for the annual Middlesex County Law Day, are all administered by the teachers in this department.

Finally, we are pleased to report that there have been no changes in personnel during the year. Thanks to the generosity of the legislature with a last-minute appropriation of $100 per student, we were able to retain Mrs. Brown as a three-fifths teacher for another year.

Respectfully submitted,
Jeffrey W. Hoyt, Chairman

## MARSHALL SIMONDS MIDDLE SCHOOL

Marshall Simonds Middle School maintained its commitment to a philosophy and goals that emphasized the academic and developmental needs of the adolescent. 1992 was a year in which teachers and students were engaged in a wide diversity of instructional practices. Cooperative Learning and Peer-Coaching were two new educational initiatives that were implemented at the middle school. Diversified field trips, high-interest student assemblies, informative guest speakers and numerous parent events were scheduled to enhance the student-centered philosophy at Marshall Simonds. National Middle School Week was celebrated by students, teachers, and parents who participated in an evening Open House, a Scholar's Brunch, and a host of team activities. The traditional Night of Vaudeville, Back to School Nights, Instrumental and Vocal Concerts, and Parent Education Nights Contributed to the active and positive climate for learning that exists at Marshall Simonds.

During 1992 several M.S.M.S. educators were honored for their teaching excellence. Mildred Nash, a teacher in the BEAM program, was identified as one of fifty outstanding instructors in Massachusetts by the new "Terrific Teacher" award. Grade 8 science teacher Alan McRae, grade 8 civics teacher Janice Kiggen, grade 8 mathematics teacher Janice Sykes, and grade 7 language arts teacher Christine Monahan were recognized nationally for their outstanding performance by "Who's Who in American Education." Nancy Brown, grade 8 language arts, Peter Breton, grade 7 world geography, Arthur Pinsoneault, media specialist, and Mildred Nash were presented "Golden Apples" for making significant contributions to their students and for extending themselves beyond their normal duties in order to benefit the entire middle school community.

Grade eight civics teacher Gary Koltookian retired in June after teaching for 31 years. Mr. Koltooklan taught in grades six, seven, and eight during his career at M.S.M.S. Gary's wide assortment of interests, love for his subject, sense of humor, and genuine concern for his students will be fondly remembered. Alice Brook, who served as Principal Richard Connors' secretary, also retired in 1992. Mrs. Brook, a resident of Burlington, spent over 20 years as a secretary in the Burlington Public Schools. Mrs. Brook's numerous contributions to the growth and development of the middle school concept in Burlington will always be considered to be significant. Anna Brundige, the cafeteria manager at M.S.M.S., also retired in 1992. Mrs. Brundige worked for 25 years in the school cafeteria at the Fox Hill and Memorial elementary schools as well as M.S.M.S. Anna's generous spirit, high energy level, and dedication will be sorely missed. All of us wish Mrs. Brundige a happy and healthy retirement.

A new summer enrichment program was offered to students in grades six, seven, and eight in 1992. Five Marshall Simonds educators offered an enrichment curriculum that included courses in creative writing, literature, study skills, hands-on geography, environmental science, and geometry. Over fifty students were engaged in this four-morning, four-week summer initiative. Upon completion of the program parents and students completed written evaluations that were most positive and complementary. Plans are under way to expand the Middle School Curriculum Enrichment Program in 1993.

In the fall of 1992 six new teachers joined the middle school faculty. Jane Dolan, who recently taught at Burlington High School, assumed a grade seven life science teaching position. Janet Sykes, a high school mathematics teacher in Burlington, is now teaching grade 8 algebra. Mica Humphreys was transferred from Burlington High School to a para-professional assignment in the M.S.M.S media center. Susan Kostandin is the new speech and language teacher at Marshall Simonds. Prior to this new position Mrs. Kostandin worked in the public schools of Kennebunk, Maine. Mario Tucciarone, a part-time instrumental music teacher, is now working with Music Coordinator Douglas McIntosh. Mr. Tucciarone previously taught and directed music programs in Durham, Connecticut. Kimberly Malone joined the staff as an instructional aide in the M.S.M.S pre-vocational class. Ms. Malone worked in the area of special education at the Fox Hill School last year.

Marshall Simonds Middle School continues to be characterized by a dedicated and energetic staff, enthusiastic and talented students, and supportive parents. We look forward to a new year with the expectation that the personal and intellectual growth of the adolescent will remain as our greatest priority.

Respectfully submitted,

Richard J. Connors
Principal

# FOX HILL SCHOOL

The Fox Hill School welcomed the following new staff members in 1992: Gail DiNisco, Third Grade teacher; Helen Downes, Media Specialist; Gayle Russell and Allison Shields, Chapter 1 Instructional Assistants; Cynthia Dunn, Permanent Substitute; and Paula Hayes, School Nurse.

Other staff transitions included the retirements of Louise Kava, Media Specialist, and Lois Conroy, the School Nurse at Fox Hill since the school opened in 1967.

We are very proud of the children at Fox Hill as they have combined outstanding citizenship with skill development, while making charitable contributions to the community. Their responsible efforts significantly contributed to hurricane victims, The Salvation Army, Multiple Sclerosis and People Helping People.

The Fox Hill School initiated an After School Computer Program this year, expanding children's competencies through motivating extracurricular experiences.

All the children at Fox Hill participated in a mock presidential election in October, 1992. Children learned the electoral process by actually registering and voting. Fox Hill was part of a national program using this process, the results of which were reported nationally on the Cable News Network.

The Fox Hill School has been pleased to implement a Senior Citizens Tutorial Program, where local senior citizens volunteer their time and efforts working in Fox Hill classrooms. It has been a rewarding experience for the children and the volunteers.

The Fox Hill Parent Teacher Organization deserves special recognition for the time, support and energy they have devoted to the school. In addition to sponsoring outstanding educational and cultural programs, they have established a directory of community volunteers that is used by the staff to enrich classroom programs.

The Fox Hill School continues to make a strong commitment to the implementation of the mission statement of the Burlington Public Schools in an atmosphere of respect and encouragement.

Respectfully submitted,

Richard J. Benowitz
Principal

# MEMORIAL SCHOOL

The 1992 school year has been quite eventful for the Memorial School. While beginning and ending the school year with 385 students there was a turnover of more than 90 children. Due to the Kindergarten enrollment of ninety two children it was necessary to redistrict to make the numbers among schools more equitable. After several meetings, a decision was made to transfer children from the last two developments in the Memorial District to the Fox Hill School. Thus children from the Arboretum and Stone Farms complexes began school in September 1992 at the Fox Hill School where there was more space to accommodate them.

In the spirit of the new mission statement, in-service programs are being given to enrich the curriculum and to keep teachers abreast of the current research and means of evaluating new methods being used. In addition to the continued courses in areas of reading, math, writing process and social studies, much time has been given to devise evaluation instruments to measure new methods of teaching. This has been done through on-site courses in assessment made available through various grants written by the staff. Four teachers from the Memorial School told a standing-room-only audience at the Annual Fall Conference of the Massachusetts Reading Association that they were inspired to develop an assessment scheme for first graders when they realized that standardized testing did not fit the literacy teaching in their classrooms. At the conference, which was held September 23 at the Marshall Simonds Middle School, Reading Specialist, Liz LeClair, and first grade teachers Carol Ciampa, Susan Collins and Mary Lou Martin shared their plan for an alternative first grade assessment. The work that these teachers are involved in is important in the development of an exemplary literacy program for Burlington and is obviously work deemed important by the more than 50 teachers who crowed into the presentation.

One of the most exciting and successful events we had this year was the Teacher for a Day Program. Many elected and appointed town officials participated to make this a very worthwhile endeavor. Some of those who participated were: Timothy Braceland, Marianne Brenton, Brian Curtin, Al Fay, Jeanne Garrett, Bob Hogan, Jayne Hyde, Pauline Keans, Catherine LeBlanc, Bill Lewis, Dr. Richard Lewis, Bill McNamara, Joan Miles, Robert Monahan, Bob Neely, David Owen, Jim Picone, Marcia Rich, Terry Szold, John Vanella, Amy Warfield, and Dick Wilde.

Two of our teachers were honored by former students, chosen for acceptance in Who's Who in American Colleges and Universities. These teachers were nominated and accepted for the considerable influence they had over them when they were their teachers. The teachers so honored and named to Who's Who Among American Teachers are Elisabeth McCauley and Sally Rubin.

Memorial School became involved in a humanitarian effort to aid one of the towns devastated by Hurricane Andrew. Mary Lou Martin who organized the project which resulted in over 5000 books being sent to the Redondo Florida School District, received a letter of commendation and a certificate. Estela Santiago, Principal of the Redondo Elementary School, wrote a letter to the children, staff and faculty at Memorial thanking them "for your generous contribution. In this time of need, your generosity and kindness have been deeply appreciated.."

As usual, our PTO had a very busy and successful year. They are an essential part of the Memorial School Community and without them many programs supplementing our curriculum would not take place. This year, in addition to the many activities sponsored by the PTO, an Ad Hoc Committee has been formed to raise funds for playground equipment with a goal of $25,000. We are very grateful for the dedication and support we receive from the PTO.

Respectfully submitted,

Ann L. McNamara
Principal

## PINE GLEN SCHOOL

The Pine Glen School is approaching its thirtieth anniversary. The building is in very good condition despite its age. We are still replacing fogged windows and old plumbing, but overall the school remains one of the nicest in town. The Recreation Department continues to assist us in keeping the grounds looking great. Also, our students pitch in by planting flowers each fall.

The staff at Pine Glen has made a concerted effort to keep abreast of current educational approaches over the last few years. Almost every teacher at our school has taken courses on writing, children's literature, reading and new math methodology. Several of our teachers are piloting the writing workshop, and almost all are using a literature component in their reading programs. In addition, almost all are using math manipulatives to teach math in a more meaningful way.

Our School Reading Corps is as successful as ever. Last year we gave out over one hundred and fifty hats and shirts thanks to our P.T.O.

Our students did an excellent job on the state assessment tests given last spring. We are very proud of our students and their teachers. We are looking forward to serving the youngsters of Burlington for another thirty years.

Respectfully submitted,

Stephen E. Preston, Jr.
Principal

## WILDWOOD SCHOOL

The Year 1992 has been an eventful one. The economic situation in New England remained stagnant and the economic situation in Burlington made it necessary to make deep but not extreme cuts in our budget. While our supply budget was hit rather hard, our programs and our building maintenance remained intact.

The physical plant is in wonderful shape, new tile floors make the corridors bright, murals adorn the walls, and bright paint makes the overall appearance of the building inviting. The Recreation Department has done a great job with our grounds and playground equipment.

The P.T.O. certainly deserves special mention again this year. Through their hard work, the winter carnival was a huge success, murals adorn our walls, and our monthly programs have been expanded to include not only programs for our students but also evening programs of educational value to our parents.

The Wildwood School has once again provided a variety of educational opportunities for its students. Our educational goal, as always, has been to provide the necessary tools for each student to learn successfully in a compatible school environment. To this end, the staff has been involved in a great deal of in-service training in the areas of Math, Writing, and Whole Language. Keeping the staff informed and up to date on curriculum and technique change will be the challenge of the 90's. With hard work and dedication I know we will be equal to the challenge.

Respectfully submitted,

Paul Cabral
Principal

# COMPUTER APPLICATIONS

During the past year, the use of computer technology by students at all levels has increased in scope and refinement. Students continue to use technology to do research, create written assignments, conduct computer simulations, and access data for experiments. Students improve their personal skills in using computers and related technologies which will serve them well in the work place and during their post educational experiences, as well as service in the military.

Our computer outreach program through adult education courses and a special grant course for seniors from the Council on Aging has made the use of technology a community wide experience. The future use of technology by the school department is based on providing experiences that improve skills and lifelong learning from the youngest to our most experienced citizens in the town.

The range of activities explored through computer and technology use include: 1. Ecological study by Kindergartners. 2. Use of telecommunications by fourth graders to study weather, trash problems and nutrition. 3. Exploration of weather and programming by middle school students. 4. After school enrichment programs for students. 5. Extensive training in computer applications in many subject areas at Burlington High School. The program continues to react to the ever changing needs of our students to have equitable access to quality hardware and software. The program reaches every child in our program from primary grades to graduation.

The goal of the department is to provide the best computer literacy skills training possible, as well as advanced skills for those students willing to invest the time and effort to learn them. Students have the opportunity to leave the school system with many computer experiences that will assist them as adults in society. As the department looks to the future, it is guided by three principles: 1. Everyone has the ability to learn about technology as a life survival skill. 2. The skills learned will be transformed into action by our future adult citizens. 3. The activities and learning experiences for which students utilize technology encourage the employment of higher level thinking skills.

The Computer Applications Department thanks the town and school committee for their continued support of this program.

Respectfully submitted,

Arthur Fallon
Computer Applications Coordinator

# MULTI-MEDIA SERVICES

### Mrs. Louise Kava Retires

Mrs. Kava, who for the past seventeen years was an effective and conscientious media specialist in our elementary schools, retired on June 23, 1992. Mrs. Kava demonstrated professional leadership at all times, as well as demonstrating a sincere concern, not only for her profession, but also for her students. The seventeen years of professional dedication given by Mrs. Kava to the Burlington children will be sorely missed. Mrs. Kava's retirement began with a trip to Alaska for six weeks, where she visited with her son, daughter-in-law, and grandchildren.

Mrs. Helen Downes was transferred from the Marshall Simonds Middle School to the Fox Hill Elementary School to replace Mrs. Kava. Mrs. Downes brings eighteen years of experience with her to the Fox Hill School, having taught in Medford prior to joining the Burlington School Department in 1989. She earned her Masters Degree in Instructional Media from U. Mass.-Boston State in 1980.

### Cable in the Classroom

Continental Cablevision of Wilmington, Massachusetts and the Burlington School Media Department, are recognized as leaders in promoting Cable in the Classroom programming in schools throughout New England. We have demonstrated the necessary leadership in meeting the needs of our educational community as it relates to the use of television.

Cable in the Classroom is a non-profit service offered by Continental Cablevision. As members, we are offered educational programming-from news and documentaries to dramatic presentations-as additional tools for learning. We are offered a variety of high quality cable programs without commercial interruptions, curriculum based support materials to assist teachers in using the programs effectively, and extended copyright clearances that allow teachers to replay Cable in the Classroom programs at their convenience. Continental Cablevision has been very generous to the Burlington School Department, providing complimentary video equipment and cable installations to our schools. The following table indicates the total programs actually utilized in our classrooms. When we estimate a market value of $59.00 per program, we realize a video library valued at $65,372.00 at no cost to Burlington.

### Cable in the Classroom

| Curriculum Area | Catalogues Total Tapes | Total Value |
|---|---|---|
| Social Studies | 562 | $33,158.00 |
| Science | 214 | $12,626.00 |
| Foreign Language | 150 | $8,850.00 |

| | | |
|---|---|---|
| English | 80 | $4,720.00 |
| Guidance | 22 | $1,298.00 |
| Health | 9 | $531.00 |
| Math | 9 | $531.00 |
| Art | 62 | $3,658.00 |
| Total | | $65,372.00 |

*Estimated Value at $59.00

**Authorfest**

Burlington's sixth annual AUTHORFEST held on April 13, 1992 was another success. This was due to such organizations as the Burlington Mall, BEST BET, Burlington Elementary Enrichment Program (BEEP), Christian Elementary School and all school PTO's, as well as other sponsors and donors. Outstanding efforts on the part of the Burlington Public Library Staff and the Schools' Library Media Staff, grades K thru 8, must be recognized. Through their efforts, the following outstanding authors visited our schools:

Steve Lowe — Fox Hill School
Norman Finkelstein — Marshall Simonds Middle School
Michael Emberly — Pine Glen School
True Kelley — Wildwood School
Jack Gantos — Fox Hill School
Andrew Clements — The Christian Elementary and Fox Hill Schools
Jeffrey Kelly — Fox Hill and Pine Glen Schools
Yoshi, and Lucinda Landon also visited the Memorial School

All authors were available at the public library in the afternoon to autograph their books.

A successful AUTHORFEST day was completed when Joan and Stephen Miles presented their book, **Burlington: The Growth Years,** in the library that evening at 7:30 p.m.

Respectfully submitted,

Ernest J. DeMartinis
Director of Multi-Media Services

# MUSIC DEPARTMENT

The Music Department experienced a couple of staff changes during the past year. Fox Hill teacher Jeanne Coroniti returned in September after a year's maternity leave, and veteran instrumental instructor Mario Tucciarone was hired to fill an open two-fifths position at the Middle School.

This past year was a busy one for music performances. At the Pine Glen School, a June musical entitled "Nickalodeon" was presented at daytime and evening performances as well as a holiday concert on December 21. The Wildwood fifth grade chorus participated in a D.A.R.E. graduation program on Jan. 18, and the first, second, and third grades presented their very popular spring show at day and evening performances on April 9. Wildwood fifth graders returned in June to perform a variety show as part of the school's field day. A holiday concert took place on the evening of Dec. 15. At the Memorial school, a special production of "The Pirates of Penzance" took place on June 3, and later in the month a second and third grade audience was treated to a solo recital by select Memorial musicians. At the Fox Hill School, a band/choral performance took place during the school's open house on May 21, and a daytime Winter Concert was performed on Dec. 17.

The Marshall Simonds Middle School enjoyed a busy year of musical activity. State-level auditions for Junior District band and chorus were held in Bedford on Jan. 25, and seven M.S.M.S. band and chorus members were selected to perform with this "all-star" group of musicians in a March 14 concert at Reading High School. The M.S.M.S Concert Band performed exchange concerts with the Pentucket Regional Jr. High Band on March 13 and 20, while the M.S.M.S. Jazz Band participated in a similar exchange with the Nock Middle School Jazz Band from Newburyport on March 25 and 27. The Concert Band tour of the elementary schools on April 8 and 10 provided a powerful incentive for elementary students to continue or initiate instrumental study. On May 5 a Spring Instrumental Concert was presented, and band members and their families celebrated the conclusion of the formal performance calendar with a Band Awards Banquet on May 13. The M.S.M.S. Stage Band and other select instrumentalists also provided quality music during the spring "Night of Vaudeville" presentations and the final eighth grade "Final Assembly" just before summer break. Besides presenting annual winter and spring concerts, M.S.M.S. instrumentalists were also a part of numerous school programs like scholars brunches, team competitions, etc. In addition, the M.S.M.S. Stage Band garnered state-level recognition at a Jazz Band Competition in Andover, sponsored by the International Association of Jazz Educators on May 14. The talented ensemble was awarded a silver plaque as one of the three best bands, with special performance citations issued to soloists Jessica O'Brien and Christopher Pouliot.

The musical abilities of M.S.M.S. chorus members were displayed on numerous occasions throughout the year. The group

presented Winter and Spring evening concerts as well as singing in the May "Night of Vaudeville" show. Prospective fifth grade students were entertained by select chorus members during a June orientation program. Other unique M.S.M.S. choral activities included an annual holiday "sing" at Quincy Market on Dec. 15 and an end-of-the-year field trip to Whalom Park in June.

Members of the Burlington High School Band enjoyed an extremely busy but rewarding performance schedule. The year began with a "recruitment" concert for M.S.M.S. eighth graders on Jan. 30. The band also performed at formal evening concerts on Mar. 19, May 6, and Dec. 17. During the football season, the Burlington Band was one of only three conference bands to perform at all games, both home and away. Other outdoor appearances for the group included Memorial, Halloween, and Veterans Day parades, as well as the parade in honor of Nancy Kerrigan on Mar. 8. Other performances took place at pep rallies and B.H.S. graduation ceremonies on May 31. Band members and their families attended award banquets on June 4 and Dec. 10. Two "Spotlight on Excellence" segments at school committee meetings honored music department students. On Mar. 24, flutist Brent Ranalli was recognized for his selection as a member of the All-State Orchestra, a group comprised of the best 90 high school players in Massachusetts. On April 7, the school committee viewed a presentation by students involved with the music department's state-of-the-art theory lab.

The department also initiated a new elective course for the school year entitled "Music Drama Workshop" which involved students directly with artistic skills like directing, acting, set design, and singing associated with music drama. Choral and instrumental students combined on Fridays preceding vacations to present special recitals for student and faculty audiences which featured soloists, small ensembles, and student compositions. In addition, Brent Ranalli, Chris Field, and Danielle McLaughlin participated in the Senior District festival on Jan. 9, as well as being recommended for All-State Auditions.

B.H.S. Chorus members played a big role in this year's spring musical, "Brigadoon," which was presented by the music department on April 3, 4, and 5 to enthusiastic reviews. Other choral performances included concerts on Mar. 19 and May 6, the annual "Spring Sing" on May 7, and a system-wide choral/ elementary band concert on June 3. During the holiday season there was an evening concert on Dec. 17 as well as outside performances at Baldwin Landing, Woburn and Middlesex Malls, the Mariott Hotel, the Rotary Club, and the Senior Center. Choral members received recognition for their efforts at an awards night on June 4. Select choral students also participated in a music tutoring program at elementary schools during the school year.

It should also be noted that throughout the past school year the Burlington Music Department has continued to offer quality classroom music education to students throughout the school system. Elementary and middle school students receive two periods per week of classroom music instruction, and B.H.S. students are offered electives in Theory I, II, and III, piano lab, Voice Class, and Music Drama Workshop. The importance of these courses, which afford all Burlington students valuable fine arts education, cannot be underestimated and are a vital component in the Burlington school department's quest to provide a comprehensive and quality education for its students.

Respectfully submitted,

Douglas McIntosh
Music Coordinator



**The Marshall Simonds Select Wind Ensemble performs at the spring evening concert.**

# PHYSICAL EDUCATION AND ATHLETICS

**Physical Education:**

As the country's concern for fitness continues to grow, Burlington's Physical Education Program strives to contribute to the wellness and fitness of our young people. Our Physical Education staff at each school design activities to increase fitness and promulgate good health and fitness habits. The Physical Best" national fitness test is administered yearly to students in the elementary and middle schools.

Ice Palace Management Incorporated continues to offer ice time to the elementary and middle schools for grade five and grade six "Learn-To-Skate Program." Ms. Correne Mungillo, a professional skating teacher, continues to donate her time organizing and assisting the Physical Education staff in teaching one of the most popular activities in the curriculum.

The annual Student/Faculty Volleyball Tournament which again saw over 100 participants was again won by our students. This popular event highlights the month of March, the period between the Winter and Spring sports season.

The Elementary Field Days at each school help highlight some of the skills and activities learned throughout the year.

Our special needs students at the elementary and middle schools continue to enjoy our Learn-To-Swim Program conducted weekly at the Marriott Hotel pool. This past year our high school volunteers under the leadership of Physical Education teachers Mr. Richard Hayes and Mr. Richard Baczewski made this program an outstanding success.

The Physical Education staff continue to screen youngsters for postural defects in cooperation with each school nurse, as required by law.

Ms. Lynda Bannon has replaced retired Physical Education teacher Mr. George Royal at Memorial School. Ms Bannon is also the High school Interscholastic Athletic Trainer.

**Athletic Department:**

The annual Ed Cahoon Faculty Golf Tournament was held at Green Meadows Country Club this past year. A threesome from Marshall Simonds Middle School led by Mr. Frank Rawlinson was proclaimed winner. The Cahoon Memorial Ice Hockey Tournament was an outstanding success again this December. Four of the area's finest high school hockey teams met, with Billerica High School taking home the tournament plaque.

Mr. Anthony Dalessio was the 1992 Scholarship recipient.

**Interscholastic:**

Burlington High's boys basketball team had an excellent MIAA Tournament, losing the quarter finals in overtime. The ice hockey team, after exceptional league play, lost in the Division I North finals at Boston Garden. This past Fall both boys and girls soccer teams entered tournament play—the boys team as defending Division II North Champions. After valiant efforts the boys lost in the finals to Westford Academy.

Burlington High School hosted the 1992 Middlesex League Boys and Girls Track Championships in May, the second time ever as an evening event. Many thanks to Mr. Ross Newcomb for his leadership.

This past year, over sixteen members of our coaching staff completed the National Federation Interscholastic Coaching Effectiveness Program and over 30 coaches attended the Lahey Clinic Sports Medicine Clinic.

Individual honors also went to many of our athletes and coaches, with Mr. Robert Conceison receiving Middlesex League Coach of the Year in Girls Soccer.

The Burlington Booster Club under the leadership of Mr. Patrick O'Brien and Mrs. Carol Normant ran an outstanding Craft Show, reaching thousands of area residents and providing finances for eight $500 scholarships.

Respectfully submitted,

Richard H. Verzone
Director Physical Education and Athletics

# PUPIL SERVICES

During the past year, the Office of Pupil Services continued to provide for the implementation of a wide variety of programs for the students in the Burlington Public Schools. The major programs administered by the Department are Guidance, English as a Second Language, Special Education Laws, Chapter 766 and PL 94-142, Health Service, State Testing Program, Attendance and Chapter I.

A program goal for this year was to provide opportunities for staff development. To achieve this goal, a series of eight Saturday seminars were developed to allow staff to gain knowledge in current research and practice in the areas of learning, language, and behavior. In addition, staff acquired practical strategies to address learning styles in their classroom. Both special education and classroom teachers were encouraged to join as collaborators in sharing a common knowledge base and in the development of practical methods for implementation in the classroom. The topics covered in the Seminar series included: Neuropsychology of Learning, Attentional Deficit Disorder, Strategic Approach to Learning, Behavioral Strategies for the Classroom, Language Disabled Child, and Regular Curriculum,

Cooperative Learning Strategies, Sound Segmentation and Visualization Strategies, and Metalinguistics. As a result of the series, teachers are better able to foster classroom competency for all students.

The citizens of the Town of Burlington and the School Committee have continued to support quality programs and services to the students of the Burlington Public Schools.

Respectfully submitted,

J. Kevin Foley
Director

## SUPERVISOR OF ATTENDANCE

The Supervisor of Attendance has the legal responsibility of insuring that all Burlington residents between the ages of 6 and 16 years receive an education by attending school on a regular basis. Supported by the special programs implemented through the Office of Pupil Services, students are afforded a better opportunity of developing their potential. The attractive features of such programs tend to influence students positively and directly affect their daily school attendance. I am happy to report that for the 1991-92 school year the Burlington Public Schools had an average daily attendance of 95%.

A student is considered truant if he willingly absents himself from school without the knowledge of his parents or school officials. In such cases parents are notified and administrative action is taken. Habitual tardiness, if not corrected, can become a serious problem for students. It is recommended that parents of elementary middle and high school students notify the respective schools in the case of their child's absence. This enables the department to handle attendance more efficiently.

### LUNCH PROGRAM

The Burlington School System participates in the National School Lunch Program. Students in the elementary grades are able to purchase their lunch for one dollar and twenty-five cents ($1.25) daily. The middle and high school students can purchase lunches for one dollar and fifty cents ($1.50) daily. If a family finds it difficult to purchase these lunches at the full price, they may apply for free or reduced price meals. The price of a reduced meal is forty cents daily. Eligibility for this program is determined by income guidelines set down by the Federal government. Applications for the program are available at the schools or may be obtained at the Office of Pupil Services. Students may apply to the program at any time.

### WORKING PERMITS

As Supervisor of Attendance for the Burlington Public Schools, I request the cooperation of all citizens in abiding by the rules and regulations established by the Massachusetts Department of Labor and Industries relative to the employment of minors. Every child between the ages of 14 and 18 must by law have a working permit. This must be kept on file at the place of employment. Upon termination of employment, the permit must be returned to the Office of Pupil Services within 24 hours. A minor is allowed to work only at the job stated on the employment permit. If he or she secures another position, a new permit must be obtained.

A child under the age of 16 years cannot work earlier than 7:00 a.m. and not later than 7:00 p.m. The total number of hours should not exceed 18 hours during school weeks and 40 hours during non-school weeks. A child 16 years and over may work no later than 10:00 p.m., no more than 9 hours per day and no more than 48 hours per week.

Permits may be obtained by the student at the Office of Pupil Services in the Administrative Unit at Burlington High School any weekday between the hours of 8:00 a.m. and 4 p.m.

It is incumbent upon us as educators and members of the community to guide students in achieving a healthy balance between education and employment.

### STATE REPORTS

The Supervisor of Attendance has the responsibility of coordinating the state reports filed with the Department of Education on October 1 and May 1 of each year. The School System Summary Report, Individual School Report, the School-Attending Child and the Educational Census present a total picture of the educational process for the Burlington Public Schools. The Massachusetts Public School Improvement Act of 1985-Chapter 188 has generated the Individual School Student Data Report which, along with the Report of School Days, is completed by the schools and returned to the Department of Education at the end of every school year.

Respectfully submitted,

Monica J. Curtin
Supervisor of Attendance

## SCHOOL PHYSICIAN

All physical exams for the high school are now completed. The physical exams for the middle school and the elementary schools will begin shortly. I wish to thank Mrs. Bergman for arranging these physical exam sessions in an organized and orderly fashion.

My congratulations to the varsity football team and the coaches for an exciting season and a valiant effort. Despite their record this year, they showed a drive and fortitude which should carry them over to a more successful year next season. I think the

game with first place Stoneham will be long remembered. A special thanks to our trainer Linda whose expertise made my job a lot easier.

As always, my sincere appreciation goes to Mr. Verzone for allowing me to be part of it all.

Respectfully submitted,

Gary L. Goldfarb, M.D.
School Physician

## SCHOOL PODIATRIST

I hereby submit my report as the school podiatrist for the year of 1992.

The foot screenings have been completed at the Marshall Simonds Middle School, Pine Glen School, Fox Hill School and the High School with the exception of the Junior class.

The foot screenings at the Wildwood School and the Memorial School will be completed in January and early February. The junior class screenings will be done at the start of the second semester at the end of January.

I want to take this opportunity to thank the Superintendent of Schools, the principals, the nurses, the teachers, and in particular, the Physical Education Department, including the coaches, for their close cooperation and assistance.

Respectfully Submitted,

John L. Casey, JR. DPM
School Podiatrist

## BUILDINGS AND GROUNDS

The Burlington Public Schools' Buildings and Grounds Department has again made many improvements during the 1992/93 school year. All the buildings have changed over from waxed to a hard floor finish. This new process, with high speed buffing, gives the floors a high gleam and eliminates the many strippings needed in the past. Repairs to the High School roof have solved most of the problems with ceiling leaks, with only a small area needing further repair in the spring. Now that most of the High School roof has been repaired, we were able to repair and paint the ceilings in Upper "B", Middle "A", the Science corridor and Street 2. This leaves the skylight leaks as the next major project under the current roof preventative maintenance program. Lockers were also repaired and refinished with an electrostatic paint to bring them back to their original condition. The Administration offices now have a new look since they have been repainted and wallpaper installed.

The High School area where the fire occurred is now back to its original condition: The Dance Studio's wooden floor has been repaired and refinished and a new acoustical ceiling installed; the lower corridor, lower lobby, laundry room and boiler room entranceway have also been painted. The custodial staff has refinished the rubber gym floor with a new cleaning and sealing product, and screened and refinished the wooden gym floor.

Other projects that have been accomplished at the High School include the installation of new water saving fixtures in both the men's and women's bathrooms as well as the installation of a new handicap unibathroom in the gym area. A large portion of the faculty parking lot has also been resealed and most of the graffiti removed.

Marshall Simonds Middle School also had some major work done. The gym floor was screened and refinished by our custodial staff as part of our preventative maintenance program. At the front of the building, broken and damaged windows were replaced as well as window shades. New acoustical ceiling tiles were installed in three classrooms, and some tiles were replaced in the corridor ceilings. A vinyl divider was installed, and work has been done to improve the zoning of the building heat circulation.

Memorial School has a new handicap ramp, assigned parking areas and a sidewalk from Winn Street to the school entrance. A new kindergarten loft was built. New bronze lexan was installed in many windows throughout the building, namely in the entire cafeteria and in the teachers' lounge. The gym floor has been screened and refinished, again by our custodians.

Pine Glen has showed some improvements with new lexan windows installed in many classrooms. Exterior front and rear railings have been repaired. The gym floor has also been screened and refinished by our custodial staff. New copper water pipes are being installed.

Fox Hill's appearance has been uplifted with replacement of lexan in some classrooms and a new room divider. The gym floor also was screened and refinished by our custodians. Three new heat circulators were installed along with some heating upgrading.

Wildwood's front lobby, main corridor, principal's and school offices, and a classroom have been retiled. Some windows in the classrooms have been replaced. The gym floor has been screened and refinished by the custodial staff.

Respectfully submitted,

William H. Koutrouba
Director

# SHAWSHEEN VALLEY REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

Elected representatives of the Regional School Committee are: Anthony R. Mazzone and Mark Trifiro from Bedford; Kenneth L. Buffum, Vice Chairman, and Bernard Hoar, Secretary, from Billerica; John P. Miller, Treasurer, and Alfred Verrier from Burlington; Richard E. Griffin and J. Peter Downing from Tewksbury; and John Gillis, Chairman, and Michael Smith from Wilmington.

As one of twenty-five regional vocational technical school districts in the Commonwealth of Massachusetts, Shawsheen Valley Technical continued to offer comprehensive vocational/technical education for approximately one thousand thirty seven high school students and sixty adult. Over five hundred adults participated in the Adult Education program; and over two hundred junior high school students participated in the after school Career Education program.

Upon graduation, full-time students receive both a comprehensive academic high school diploma and competency certification in their chosen technical discipline. Over ninety-three percent of the June 1991 graduates either acquired jobs within their skilled professions or pursued higher education at various colleges. Despite the loss of over 400,000 jobs during the past two years in Massachusetts, Shawsheen's actual placement rate of seventy one percent of graduates in jobs represents a tremendous accomplishment. Shawsheen Valley Technical's graduation placement statistics was the highest among the state's Regional Vocational Technical High Schools.

The School Committee applauds the continued contributions of the three hundred area businessmen who serve on Shawsheen Valley Technical's Advisory Committees. Advisory committee members monitor each program to guarantee curriculum and equipment are up to date, insuring graduating students meet the needs of local businesses.

Many activities took place during 1992 which deserve special recognition:

- 1992 graduates were accepted at numerous colleges including: American International College; Brown University; Colby-Sawyer College; the Culinary Institute of America; Johnson and Wales; Massachusetts College of Art; Merrimack College: Northeastern University Syracuse University; University of Massachusetts; Wentworth Institute of Technology; and many other local colleges. Other graduates received advanced credit and acceptance to technical articulated programs at Middlesex Community College and Northern Essex Community College. Over sixteen thousand dollars in scholarships was raised privately and distributed at the June 1992 graduation ceremony.

- Shawsheen Valley Technical held its first Honor Society Installation ceremony in May of 1992. Approximately five percent of Seniors and Juniors met the standards approved by the School Committee for membership to the Honor Society. Ms. Gail Poulten served as Honor Society Advisor. Mr. Richard E. Griffin, serving his seventh term as a member of the Shawsheen Valley Technical School Committee and Principal of the John Wynn Middle School in Tewksbury, was the guest speaker.

- Shawsheen students actively participated in Billerica's "Yankee Doodle" celebration. The Construction Department provided numerous services, the Graphics Department designed and produced 20,000 brochures, the Peer Leaders coordinated participation of various technical programs in the parade, and the School District was recognized as a main sponsor of the event. The district looks forward to actively participating in this and other local events in all district towns for many years to come.

- Shawsheen Valley Technical continued Project Freedom, an after school program allowing two hundred junior high school students the opportunity to explore six technology programs. This program was funded from a grant received from the Massachusetts Department of Education Division of Occupational Education.

- Shawsheen continued its participation as an active member of the Merrimack Valley Occupational and Tech-Prep Educators Collaborative. This collaborative is coordinated by the chief executive officers of five area vocational technical school districts and Middlesex and Northern Essex Community Colleges. It was formed two years ago to articulate acceptance and access for graduating seniors into related associate degree programs at the community colleges. Ninety-eight Shawsheen Valley Technical juniors and seniors are currently receiving advanced college credit for courses being taken while in high school. Forty two Shawsheen graduates are currently enrolled in associate degree programs at the neighboring community colleges who received credits for courses taken at Shawsheen Valley Technical through Tech-Prep.

- Shawsheen's Adult Technical Institute is currently offering a full time program for adults for careers as biomedical electronic technicians. In addition, thirty adults are being retrained for new careers in the health medical equipment field. The Adult Technical Institute is funded through various grant programs and assesses no cost for its operation to member communities. Programs are designated with the important assistance from local busi-

ness and industry representatives who are assisting Shawsheen to keep pace with new specialty skills necessary for gainful employment. Businesses interested in establishing needed training programs or adults who are either unemployed or underemployed should call Mr. John McDermott, Assistant Superintendent Director for Community Services, at (508) 667-2111 for additional information.

- Over two hundred and fifty students participated in the Vocational Industrial Clubs of America yearly district, state, and national competitions. Nine Shawsheen Valley Technical students received state awards and participated in the national VICA competition held in June in Louisville, Kentucky.

- The District was selected as the most outstanding secondary program in the state as an "Automotive Center of Excellence."

- The Construction department built a concession stand at Simonds Park in Burlington. The work was done by the carpentry, masonry, electrical, and plumbing departments. In addition, interior repairs were completed at the Bedford Town center (used by Bedford senior citizens). In Tewksbury, the masonry and carpentry departments constructed two masonry concrete block storage buildings. The carpentry department constructed shelving for the Billerica Food Pantry. The diesel and heavy equipment department rebuilt a case tractor for the Town of Tewksbury.

- The Graphic Arts department printed thousands of pamphlets, letters and reports for member towns, school districts, and non-profit organizations.

- Over three hundred students participated in the various interscholastic athletic programs offered by the school district. 1991 and 1992 League Championships were generated in Football, Soccer, Cheerleading, Boys Basketball, Wrestling and Tennis. Overall sixty one Shawsheen athletes were selected on All Star Teams. Two football players, David Smith from Bedford and Kevin Green from Tewksbury, were honored as All Scholastic award recipients by Boston newspapers.

The aforementioned highlights are documented as a snapshot of the dynamic programs offered member communities by the imaginative professional staff employed at Shawsheen Valley Technical, viewed by state-wide educators as one of the most comprehensive vocational technical secondary schools in the Commonwealth. The elected School Committee members remain committed to adequately prepare area youth for excellent employment opportunities for the twenty first century.

Prospective students and residents are urged to contact the school's Guidance Department at (508) 667-2111 for additional information regarding the various career programs offered to area residents.

The District's continued success is a direct result of the support received from Town Administrators, Boards of Selectmen, Finance Committees, and citizens. We very much appreciate their cooperation and support.

## HOUSING AUTHORITY

The Burlington Housing Authority, organized in 1966, operates under the provisions of Chapter 121B of the Massachusetts General Laws; Section VIII, 24CFR (Code of Federal Regulations); Chapter 30B of the State Procurement Law, and State and Federal Codes of Ethics. All State and Federal programs are audited on an annual basis. A five-member Board of Commissioners, consisting of four elected and one State-appointed member, oversees the Authority's policies and procedures. The Executive Director is charged with the administration of these procedures.

The Authority, originally consisting of 40 units of elderly housing in 1969, is now providing affordable housing for 115 seniors and 187 families. This includes both conventional housing owned by the Authority and leased housing in the private sector. As always, the Authority gives first preference for housing to Burlington residents.

In 1992, the Housing Authority was audited by the State Auditors, and for the fourth consecutive year, the Auditors found that there were no audit findings in any of the Authority's State or Federal programs.

The engineering designs for the renovation of the pipe system at Tower Hill Apartments have been submitted to the Executive Office of Communities and Development (EOCD) for approval, and the work is expected to commence in early 1993.

The Burlington Housing Authority received a small award of Federal funds in 1992, for the leased housing program. However, the State leased housing program has been severely curtailed and the Authority is seeking other ways in which it can provide housing for both senior citizens and families.

The senior citizen population of 80 years of age and over is one of the fastest growing populations today, and this poses a problem in providing enough housing for those seniors in failing health who cannot live totally independently but who should not be placed in a nursing home. The Burlington Housing Authority's tenants, in conjunction with Minuteman Home Care, receive home care and other social services in an effort to assist them to live independently. However, more is needed, and

another program currently being pursued by the Authority is housing for frail elders, which would provide housing, meals, medical care and other services, while allowing seniors to maintain private quarters.

The Authority continues to operate its programs in a financially sound manner, and it currently does not accept any subsidy from the Commonwealth of Massachusetts.

| BOARD MEMBERS | EXPIRATION OF TERM |
|---|---|
| Robert Matarazzo, Chairman | April, 1997 |
| Samuel Roberto, Jr., Vice Chairman | April, 1993 |
| M. Harrison Graham, Treasurer | April, 1996 |
| Joseph Arena, Assistant Treasurer | April, 1994 |
| Sheila Howard, State Appointee | April |

**EXECUTIVE DIRECTOR**

Lillian M. Buckley, PHM

**PROGRAMS CURRENTLY UNDER MANAGEMENT**

| | |
|---|---|
| Federal Subsidized Units | 135 |
| State Subsidized Units | 52 |
| State Conventional Units | 107 |
| Total Units Administered | 294 |

# METROPOLITAN AREA PLANNING COUNCIL

In 1992, MAPC kicked-off a joint services initiative designed to educate and inform member communities on new and cost effective ways of doing business. Municipal information network systems, service sharing, cooperative purchasing and regional dispatch opportunities were explored.

MetroPlan 2000 1992 activities included the Council's formal adoption of the housing, land resources, and transportation elements of the plan; development of a Capital Investment Program (CIP) to examine priorities for public infrastructure investments in the region; and initiation of the Concentrated Development Center (CDC) nomination process.

MAPC also began an Overall Economic Development Program (OEDP) in 1992 that is expected to result in substantial new investments to the region from the Economic Development Administration as well as other federal and state sources.

MAPC continued to provide staff support to the North Suburban Planning Council in facilitating the subregion's review of the CIP, the Land Resources Protection Element of MetroPlan 2000, and Concentrated Development Center analysis.

As part of the North Suburban Groundwater Protection study, MAPC developed aquifer, zoning, land use, potential sources of contamination and zoning/overlay districts maps for Burlington.

As part of the Route 128 Corridor Planning Study, MAPC also produced zoning and land use maps showing the study area, of which Burlington is a part, participated in meetings with local officials, reviewed existing and potential development, and compiled development forecasts for the towns along Route 128. MAPC also completed buildout and land use analysis for the town of Burlington, and presentations on the 128 buildout and land use analysis were made to the North Suburban Planning Council.

MAPC's 1992 Data Center services to communities included development and distribution of Community Employment Forecasts used in long range highway, transit, water, and sewer planning; sponsorship of the Boston Area Census User's Conference which featured workshops on census data applications, reviews of major demographic patterns, and information on how to use new 1990 census information; development of the community profiles, a two-page summary of the first release of the 1990 census information; and analysis of the Fiscal 1993 State Budget to help inform communities of the differences between the governor's, senate and house program appropriations.

Last year's transportation planning efforts included development and distribution of the regional Transportation Improvement Program (TIP) for the Fiscal Years 1993-1995. The document was distributed to all member communities and to ensure local input into the process, MAPC sponsored two information sessions on the TIP in July and again in December. Because the Internodal Surface Transportation Efficiency Act of 1991 requires a reclassification of roadways, in 1992 MAPC also provided member communities with maps of proposed functional classifications. All communities were offered an opportunity to comment.

MAPC's technical assistance on the new National Affordable Housing Act included preparation of local Comprehensive Housing Affordability Strategies (CHAS), the HOME program, and consortia formation. On behalf of its communities, MAPC also participated in EOCD's Housing Policy Commission; supported the Housing Bond Bill; and sought a state CHAS consistent with MetroPlan 2000 and beneficial to MAPC communities.

Burlington responded to MAPC's 1992 outreach, encouraging communities to develop pavement management programs. Road inventories and pavement condition reports are some of the benefits of participation.

Frank Baxter
MAPC Representative

# TOWN MEETINGS & ELECTIONS

## ADJOURNED (FIRST) TOWN MEETING FOGELBERG AUDITORIUM, BHS Monday, January 13, 1992

At 7:45 P.M., the Town Meeting Members of District A assembled to fill a vacancy created by the resignation of Diane Nolan. Present and voting were: Suzanne Trousil, James Harrison, Gil Napoleon, and Francis Redfern.

Nominations were as follows: Michelle Trousil, 2 Lucaya Circle. Unanimously voted.

A quorum beng present, the meeting was called to order at 7:55 p.m. with a salute to the flag.

The reading of the Warrant and the Constable's Return was waived by unanimous consent. A motion to adjourn to Wednesday, January 15th to complete the business of the Warrant, if necessary, was moved, seconded and so voted.

**ARTICLE 1 — RE: Reports of Town Officers and Committees**

The Sign Bylaw Committee report was presented:

(1) The Town Meeting Sign Bylaw Review Committee, created at the September Town Meeting, is hereby continued and is directed to bring Warrant Articles containing an amended proposal to the May Town Meeting:

(2) Suggestions for amendments to the September proposal are due to the committee by February 15 for consideration; and,

(3) A public hearing on the amended proposal is to be held jointly by the committee and the Planning Board.

The Moderator declared that there were no objections to the report.

Ways & Means reported budget guidelines for the May Town Meeting. Other committee reports will be heard during the respective article discussion.

**ARTICLE 2 — RE: Retirement Incentive Program**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 7-0 in favor. MAJORITY VOTED to transfer from free cash the sum of $100,000 to fund a Retirement Incentive Program, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 3 — RE: Appellate Tax Board Cases)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 7-0 in favor. MAJORITY VOTED to transfer from the Overlay Surplus the sum of $50,000 for the purpose of pending Appellate Tax Board Cases. The Board of Assessors is requesting $50,000 for the drafting of interrogatories by special counsel in all pending Appellate Tax Board litigation and assistance of negotiating for settlement prior to any legal action. See attached list of filings at the Appellate Tax Board, same to be spent under the direction of the Board of Assessors.

**ARTICLE 4 — RE: Overlay Accounts**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 7-0 in favor. MAJORITY VOTED to transfer from the Overlay Surplus the sum of $200,000 to the 1992 Overlay Account, same to be spent under the direction of the Board of Assessors.

**ARTICLE 5 — RE: Council on Aging Van**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 10-0 in favor. MAJORITY VOTED to transfer from the Insurance Settlement Account the sum of $32,504.65 and from free cash the sum of $7,075.35 for a total of $39,580., the purpose of which is to purchase a replacement van for the Council on Aging same to be spent under the direction of the Board of Selectmen.

**ARTICLE 6 — RE: Transfer Chapter 90 Monies to Pavement Account**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 8-0 in favor. MAJORITY VOTED to transfer the sum of $428,676 from the Chapter 90 Bond Issue per Chapter 33 of the Acts of 1991, to be added to the Pavement Management Account, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 7 — RE: Contaminated Soils Removal**

A motion by the Ways & Means Committee who were 10-0 in favor to postpone indefinitely was moved, seconded and so voted.

**ARTICLE 8 — RE: Design Development Plans for Library Expansion**

The article was moved and seconded. Ways & Means and Capital Budget voted to postpone until the May Town Meeting. After considerable debate, a motion to move the question was moved, seconded and so voted.

There was a division of the house and tellers were appointed. BY A VOTE OF 52 IN FAVOR AND 29 OPPOSED it was voted to transfer from the free cash the sum of $20,000 for the purpose of developing designs for Library expansion in a timely manner so as to apply for a $250,000 grant, same to be spent under the direction of the Board of Library Trustees.

**ARTICLE 9 — RE: Master Plan Funding**

The article as it appears in the warrant was moved and seconded. Ways & Means voted 7-2-1 to postpone until the May

Town Meeting. A motion to end debate was moved, seconded and passed by the required 2/3 vote.

The article was defeated.

The Moderator declared that Article 10 and 14 would be discussed together and voted separately with Article 14 to be voted on first. There were no objections.

**ARTICLE 14 — RE: Confirm Use for Seminatore Property**

The article was moved and seconded by the Ways & Means Committee who were 10-0 in favor. Capital Budget were 4-0-1 in favor of developing Section 1 for Cemetery Use. UNANIMOUSLY VOTED that the municipal use of a certain parcel of land on the northerly side of Bedford Street, formerly known as the "Seminatore Property", acquired by the Town pursuant to its vote on Article 1 of the Special Town Meeting of November 6, 1989, be approved and designated as follows, in accordance with a Site Analysis plan on file with the Town Clerk, and as further shown on a sketch plan dated April 8, 1991:

| | | |
|---|---|---|
| Parcels I, II, III, and B-2 | — | Cemetery Use |
| Parcel IV | — | Subject to access for Conservation purposes to Parcel B-1 |
| Parcel B-1 | — | Conservation Use |

**ARTICLE 10 — RE: Demolition of Structures — 82 Bedford Street**

The article was moved and seconded by the Ways & Means Committee who were 9-1 in favor. Capital Budget Committee were 5-0 in favor. MAJORITY VOTED to transfer from the Sale of Graves Account the sum of $25,000 for the purpose of demolishing the house and shed, and asbestos abatement on all three structures, at 82 Bedford Street ( the former Seminatore property), same to be spent under the direction of the Board of Selectmen.

**ARTICLE 11 — RE: Disability Access Commission Survey**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 7-0 in favor. A motion to postpone until the May Town Meeting was not seconded. MAJORITY VOTED to transfer from free cash the sum of $1,850 for the purpose of funding a survey of all households by the Disability Access Commission, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 12 — RE: Will of Marshall Simonds**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 7-0 in favor. MAJORITY VOTED to accept from the Trustees under the will of Marshall Simonds a sum of $9,500 for the maintenance and improvement of Simonds Park, same to be spent under the direction of the Recreation Commissioners.

**ARTICLE 13 — RE: Retaining Wall Church Lane/Simonds Park**

A motion by the Ways & Means Committee who were 8-0 in favor to postpone indefinitely was moved, seconded and so voted.

**ARTICLE 15 — RE: Recall Elections Petition**

The article as it appears in the warrant was moved and seconded. Mr. John R. Rodwell of Princeton Road spoke as a proponent of the article.

The article was defeated.

**ARTICLE 16 — RE: Zoning Bylaw Text Amendment - Child Care Facilities**

The article as it appears in the warrant was moved and seconded. Planning Board voted 6-0 in favor. UNANIMOUSLY VOTED to amend the Zoning Bylaw by deleting from Article II, Section 2.18 Day Nursery, and substituting a new definition under Section 2.18 to read as follows:

> **"2.18 Child Care Facility**
> Any day care center or school age child care program, as defined under M.G.L. Chapter 28A, Section 9, and as may be amended from time to time, however named, which receives children for temporary custody on a regular basis."

And further to amend Article IV, Section 4.2.2.3 of the Principal Use Regulations Schedule by deleting the paragraph "Day Nursery.." and by substituting such paragraph with the following: "Child Care Facility." and by changing the District Schedule to read "Yes" in all Districts for this Use Designation.

And further to add to Article IV, Section 4.3.0 of the "Accessory Use Regulations Schedule", a new section 4.3.1.18 entitled "Child Care Facility", and providing a "Yes" in all Districts for this Use Designation.

And further to add to Article IV, Section 4.3.0 of the "Accessory Use Regulations Schedule", a new section 4.3.2.20 entitled "Child Care Facility", and providing a "Yes" in all Districts for this Use Designation.

And further to amend Article V, Section 5.1.5, by adding the phrase, **"and Child Care Facilities"** to the underlined title of the section, and by adding a second and third paragraph to this section to read as follows:

> "In addition to the requirements listed above, child care facilities located on residentially zoned lots shall also be required to provide or erect a landscaped buffer area, or buffer area comprised of existing natural vegetation along the perimeter of the side and rear lot lines where such facility or facilities lot abuts a residentially zoned or used lot. Such landscaped or natural buffer area shall

be no less than ten (10) feet in width along the side yard, and no less than twenty feet (20) feet along the rear yard of any such lot used for a child care facility or facilities. Such buffer area shall also be reflected on a Site Plan submitted to the Planning Board in accordance with the provisions of Section 9.3.0 through 9.3.6"

And further to amend Article V, Section 5.2.0 of the "Density Regulations Schedule", by adding a footnote reference (2) above Maximum Floor Area Ratio (FAR) in the General Industrial (IG) and Industrial High-Rise (IH) Districts, and by placing such footnote (2) after footnote (1) to read as follows:

"(2) The Net Floor Area of any structure or building in which a child care facility is to be operated as an accessory or incidental use shall be excluded from the Maximum Floor Area Ratio (FAR) calculation, such that the otherwise allowable FAR of such structure or building shall be increased by an amount equal to the floor area of such child care facility up to a maximum increase of ten (10%) percent. All terms and conditions of M.G.L. Chapter 40A, Section 9 (C) shall apply."

App'd. AG 2-21-92 Adv. Times Union 2-27-91 & 3-5-92

At 10:35 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:

Jane L. Chew, CMC
Town Clerk

## PRESIDENTIAL PRIMARY
## March 10, 1992

The polls were opened at 7:00 A.M. All workers were sworn in by the Wardens. The machines were all checked; all were sealed and the public counters all read zeros. The polls were closed at 8:00 P.M.

| | Dem | Rep | Ind | Total |
|---|---|---|---|---|
| Precinct 1 - Warden, Mary Louise Rutherford | 593 | 254 | 0 | 847 |
| Precinct 2 - Warden, Betty L. Yetman | 705 | 226 | 0 | 931 |
| Precinct 3 - Warden, Donald L. Sleeper, Jr. | 656 | 204 | 1 | 861 |
| Precinct 4 - Warden, Virginia M. Igo | 532 | 181 | 0 | 713 |
| Precinct 5 - Warden, Patricia Stanford | 555 | 196 | 0 | 751 |
| Precinct 6 - Warden, Elmer V. Larson, Jr. | 618 | 217 | 1 | 836 |
| Totals | 3,659 | 1,278 | 2 | 4,939 |

Total includes 120 Absentee Ballots

### DEMOCRATIC:

| PRESIDENTIAL | Prec.1 | Prec.2 | Prec.3 | Prec.4 | Prec.5 | Prec.6 | Total |
|---|---|---|---|---|---|---|---|
| Nader, Ralph | 23 | 34 | 16 | 20 | 28 | 23 | 144 |
| LaRouche, Lyndon H. | 0 | 3 | 0 | 1 | 4 | 1 | 9 |
| Brown, Jerry | 72 | 100 | 92 | 51 | 72 | 103 | 490 |
| Harkin, Tom | 0 | 3 | 5 | 3 | 1 | 1 | 13 |
| Agran, Larry | 2 | 0 | 1 | 2 | 0 | 0 | 5 |
| Tsongas, Paul | 437 | 477 | 456 | 399 | 384 | 439 | 2,592 |
| McCarthy, Eugene | 1 | 1 | 6 | 0 | 0 | 1 | 9 |
| Clinton, Bill | 34 | 73 | 60 | 37 | 42 | 37 | 283 |
| Kerrey, Robert | 3 | 2 | 6 | 3 | 3 | 2 | 19 |
| No Preference | 10 | 7 | 7 | 12 | 18 | 4 | 58 |
| Write-ins | 2 | 0 | 3 | 1 | 1 | 0 | 7 |
| Blanks | 9 | 5 | 4 | 3 | 2 | 7 | 30 |
| **STATE COMMITTEE MAN 4TH MIDDLESEX** | | | | | | | |
| Kelleher, Dennis M. | 123 | 120 | 137 | 130 | 138 | 144 | 792 |
| Bohannon, Mark F. | 21 | 22 | 24 | 23 | 29 | 9 | 128 |
| Paleologos, David A. | 245 | 311 | 237 | 182 | 203 | 159 | 1,337 |
| Prior, Michael J. | 21 | 15 | 28 | 17 | 24 | 32 | 137 |
| Write-ins | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Blanks | 183 | 237 | 230 | 180 | 161 | 274 | 1,265 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **STATE COMMITTEE WOMAN** | | | | | | | |
| Deal, Patricia M. | 291 | 303 | 291 | 264 | 256 | 208 | 1,613 |
| Write-ins | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Blanks | 302 | 402 | 365 | 268 | 299 | 410 | 2,046 |
| **TOWN COMMITTEE** | | | | | | | |
| Mooney, Virginia E. | 271 | 264 | 304 | 250 | 250 | 196 | 1,535 |
| Hyde, Jayne L. | 155 | 163 | 184 | 155 | 172 | 163 | 992 |
| Hyde, Douglas J. | 152 | 154 | 185 | 155 | 175 | 166 | 987 |
| Howard, Sheila E. | 151 | 210 | 182 | 155 | 127 | 176 | 1,001 |
| Whalen, Mary E. | 152 | 162 | 163 | 139 | 111 | 196 | 923 |
| Langley, Marilyn | 154 | 159 | 166 | 173 | 118 | 146 | 916 |
| Howard, Richard H. | 164 | 163 | 140 | 126 | 104 | 188 | 885 |
| Curtin, Brian P. | 276 | 228 | 288 | 227 | 235 | 274 | 1,528 |
| Fay, Albert L. Jr. | 156 | 173 | 198 | 166 | 161 | 175 | 1,029 |
| Wilde, Richard C. | 219 | 200 | 210 | 169 | 173 | 223 | 1,194 |
| Pollicelli, Philip A. | 222 | 205 | 220 | 199 | 196 | 211 | 1,253 |
| Donovan, Anne T. | 139 | 157 | 145 | 132 | 103 | 145 | 821 |
| Rutherford, Mary Louise | 153 | 162 | 158 | 133 | 118 | 182 | 906 |
| Larson, Patricia A. | 140 | 168 | 167 | 149 | 155 | 163 | 942 |
| Larson, Elmer V. Jr. | 137 | 146 | 161 | 131 | 138 | 154 | 867 |
| Russo, James A. | 158 | 171 | 167 | 150 | 136 | 201 | 983 |
| Mooney, John T. | 209 | 173 | 198 | 174 | 171 | 198 | 1,123 |
| Hogan, Robert C. | 139 | 170 | 141 | 128 | 105 | 155 | 838 |
| Danielson, John R. | 124 | 138 | 128 | 132 | 104 | 137 | 763 |
| Godinho, Richard F. | 134 | 152 | 124 | 116 | 87 | 119 | 732 |
| Grace, Augusto F. | 292 | 283 | 301 | 255 | 200 | 317 | 1,648 |
| Tkacs, Madeline A. | 123 | 144 | 130 | 122 | 90 | 144 | 753 |
| Tkacs, Edward | 121 | 128 | 120 | 113 | 86 | 140 | 708 |
| Melchionna, Phyllis A. | 182 | 186 | 174 | 170 | 140 | 172 | 1,024 |
| Griffin, Madeline | 135 | 154 | 151 | 126 | 91 | 141 | 798 |
| Chaudhuri, Syamalendu | 183 | 185 | 159 | 169 | 137 | 170 | 1,003 |
| Griffin, Richard D. | 129 | 150 | 138 | 124 | 99 | 143 | 783 |
| Sheehan, Neil G. | 189 | 176 | 188 | 212 | 190 | 185 | 1,140 |
| McKenzie, Linda R. | 173 | 158 | 156 | 141 | 101 | 158 | 887 |
| Gianino, Gary J. | 159 | 146 | 136 | 134 | 105 | 142 | 822 |
| Gianino, Elizabeth M. | 172 | 157 | 148 | 133 | 108 | 149 | 867 |
| Soda, Marie | 158 | 158 | 157 | 146 | 125 | 189 | 933 |
| Diggins, Helen M. | 137 | 145 | 137 | 144 | 107 | 135 | 805 |
| Ficociello, Bernadette A. | 150 | 183 | 148 | 136 | 116 | 140 | 873 |
| Write-ins | 7 | 2 | 7 | 3 | 6 | 3 | 28 |
| Terry McSweeney = 13 | | | | | | | |
| Patrick Rutherford = 10 | | | | | | | |
| Scattered Votes = 5 | | | | | | | |

**REPUBLICAN:**

| **PRESIDENTIAL** | **Prec.1** | **Prec.2** | **Prec.3** | **Prec.4** | **Prec.5** | **Prec.6** | **Total** |
|---|---|---|---|---|---|---|---|
| Buchanan, Patrick J. | 76 | 93 | 63 | 76 | 73 | 66 | 447 |
| Duke, David | 3 | 5 | 5 | 4 | 3 | 4 | 24 |
| Bush, George | 165 | 117 | 122 | 92 | 108 | 138 | 742 |
| No Preference | 9 | 9 | 7 | 3 | 11 | 6 | 45 |
| Write-ins | 1 | 0 | 2 | 2 | 1 | 3 | 9 |
| Blanks | 0 | 2 | 5 | 4 | 0 | 0 | 11 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **STATE COMMITTEE MAN** | | | | | | | |
| Mason, Thomas R. | 74 | 64 | 73 | 62 | 63 | 65 | 401 |
| Marcellino, Robert | 100 | 88 | 70 | 70 | 82 | 79 | 489 |
| Write-ins | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Blanks | 80 | 74 | 61 | 49 | 51 | 73 | 388 |
| **STATE COMMITTEE WOMAN** | | | | | | | |
| Hatch, Helen A. | 136 | 113 | 106 | 102 | 112 | 116 | 685 |
| Write-ins | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Blanks | 118 | 113 | 98 | 79 | 84 | 101 | 593 |
| **TOWN COMMITTEE** | | | | | | | |
| Macdonald, Dorothy M. | 98 | 68 | 52 | 58 | 56 | 79 | 411 |
| Wislotski, Michael J. | 67 | 57 | 57 | 61 | 72 | 69 | 383 |
| Stojanov, Nadezda Nada | 49 | 45 | 40 | 45 | 46 | 63 | 288 |
| Burrell, Bruce W. | 54 | 50 | 44 | 52 | 51 | 71 | 322 |
| Macdonald, Robert J. | 92 | 57 | 55 | 53 | 50 | 75 | 382 |
| Leary, Victory D. | 53 | 62 | 49 | 57 | 55 | 68 | 344 |
| Howard, Richard | 63 | 51 | 46 | 52 | 51 | 67 | 330 |
| Hammond, Harold D. | 44 | 47 | 42 | 47 | 48 | 60 | 288 |
| Ganley, Jeanne S. | 62 | 64 | 68 | 64 | 66 | 70 | 394 |
| Brown, J. Gordon | 55 | 49 | 41 | 52 | 48 | 60 | 305 |
| Jalbert, Katherine J. | 51 | 50 | 56 | 53 | 52 | 67 | 329 |
| Brenton, Marianne W. | 102 | 89 | 93 | 81 | 87 | 106 | 558 |
| Brenton, Richard P. | 76 | 67 | 64 | 67 | 66 | 84 | 424 |
| Jalbert, Robert H | 47 | 55 | 50 | 54 | 51 | 64 | 321 |
| Hallberg, Joan C. | 50 | 54 | 53 | 56 | 60 | 66 | 339 |
| MacKenzie, Ronald C. | 72 | 75 | 69 | 63 | 75 | 81 | 435 |
| Robichaud, Norma C. | 47 | 47 | 50 | 55 | 46 | 61 | 306 |
| Hallberg, Frank D. | 52 | 48 | 58 | 56 | 59 | 67 | 340 |
| Holmquest, Charles A. | 86 | 54 | 56 | 59 | 59 | 73 | 387 |
| Ferreira, Arthur J. | 69 | 55 | 58 | 58 | 56 | 65 | 361 |
| Smyth, Samuel J. | 45 | 44 | 46 | 50 | 40 | 56 | 281 |
| Holmquest, Ann H. | 92 | 59 | 62 | 56 | 65 | 81 | 415 |
| Barnes, Jay B. | 51 | 50 | 44 | 52 | 52 | 62 | 311 |
| Dooley, Richard A. | 49 | 50 | 44 | 49 | 41 | 64 | 297 |
| McElwain, Constance | 46 | 50 | 44 | 58 | 53 | 58 | 309 |
| Fogelberg, John E. | 97 | 92 | 74 | 70 | 85 | 83 | 501 |
| Sleeper, Donald N. Jr. | 58 | 57 | 77 | 56 | 63 | 72 | 383 |
| Leary, John J. | 57 | 49 | 50 | 56 | 49 | 66 | 327 |
| Kemper, Glenn | 57 | 49 | 44 | 59 | 50 | 67 | 326 |
| Stanford, Patricia A. | 52 | 44 | 48 | 48 | 51 | 66 | 309 |
| Freeman, Walter J. | 47 | 47 | 42 | 48 | 43 | 58 | 285 |
| Binnall, Richard N. | 80 | 50 | 45 | 48 | 44 | 64 | 331 |
| Richard, Jane M. | 54 | 51 | 51 | 53 | 56 | 63 | 328 |
| Schultz, Mark | 45 | 50 | 39 | 47 | 44 | 61 | 286 |
| Howard, Carol L. | 73 | 52 | 50 | 56 | 52 | 61 | 344 |
| Write-ins | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

**INDEPENDENT VOTERS:**

| **PRESIDENTIAL** | **Prec.1** | **Prec.2** | **Prec.3** | **Prec.4** | **Prec.5** | **Prec.6** | **Total** |
|---|---|---|---|---|---|---|---|
| Smith, Robert J. | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Richardson, Darcy G. | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Thompson, Erik | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Phillips, Howard | 0 | 0 | 1 | 0 | 0 | 0 | 1 |
| Dodge, Earl F. | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| | Prec.1 | Prec.2 | Prec.3 | Prec.4 | Prec.5 | Prec.6 | Total |
|---|---|---|---|---|---|---|---|
| Brisben, J. Quinn | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Levinson, Michael S. | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Gritz, Bo | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| No Preference | 0 | 0 | 0 | 0 | 0 | 1 | 1 |
| Write-ins | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Blanks | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **STATE COMMITTEE MAN** - no candidates | | | | | | | |
| Blanks | 0 | 0 | 1 | 0 | 0 | 1 | 2 |
| **STATE COMMITTEE WOMAN** - no candidates | | | | | | | |
| Blamks | 0 | 0 | 1 | 0 | 0 | 1 | 2 |
| **TOWN COMMITTEE** - no candidates | | | | | | | |
| Blanks | 0 | 0 | 10 | 0 | 0 | 10 | 20 |

Attest:

Jane L. Chew, CMC
Town Clerk

## ANNUAL TOWN ELECTION
## April 25, 1992

The polls for the Annual Town Election were opened at 8:00 A.M. All precinct workers were sworn in by the Wardens. The machines were all checked, they were all sealed and the public counters all read zero. The polls were closed at 8:00 P.M.

Attest:

Jane L. Chew, CMC
Town Clerk

| | Votes Cast | Registered Voters |
|---|---|---|
| Precinct 1 - Warden, Mary Louise Rutherford | 914 | 2,286 |
| Precinct 2 - Warden, Betty L. Yetman | 791 | 2,423 |
| Precinct 3 - Warden, Paula Davis | 852 | 2,407 |
| Precinct 4 - Warden, Virginia M. Igo | 738 | 1,863 |
| Precinct 5 - Warden, Patricia Stanford | 788 | 1,974 |
| Precinct 6 - Warden, Elmer V. Larson, Jr. | 810 | 2,216 |
| | 4,893 | 13,169 |

This includes 354 absentee ballots cast by Precincts as follows:

Prec. 1 — 59 Prec. 2 — 33 Prec. 3 — 73
Prec. 4 — 62 Prec. 5 — 64 Prec. 6 — 63

| **MODERATOR (1)** | Prec.1 | Prec.2 | Prec.3 | Prec.4 | Prec.5 | Prec.6 | Total |
|---|---|---|---|---|---|---|---|
| Thomas F. Murphy | 569 | 469 | 506 | 438 | 464 | 489 | 2,935 |
| Paul T. LeClair | 203 | 183 | 242 | 187 | 209 | 222 | 1,246 |
| Blanks | 142 | 139 | 104 | 113 | 115 | 99 | 712 |
| **SELECTMEN (2)** | | | | | | | |
| Richard C. Wilde | 523 | 450 | 454 | 387 | 408 | 448 | 2,670 |
| John J. Leary | 287 | 255 | 281 | 222 | 233 | 271 | 1,549 |
| Robert P. Marrano | 566 | 376 | 450 | 350 | 405 | 429 | 2,576 |
| Virginia E. Mooney | 262 | 231 | 305 | 293 | 309 | 289 | 1,689 |
| Write-ins | | | | 3 | 1 | | 4 |
| Blanks | 190 | 270 | 214 | 221 | 220 | 183 | 1,298 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **TREASURER/COLLECTOR (1)** | | | | | | | |
| Brian P. Curtin | 676 | 538 | 628 | 533 | 568 | 616 | 3,559 |
| Blanks | 238 | 253 | 224 | 205 | 220 | 194 | 1,334 |
| **PLANNING BOARD (2)** | | | | | | | |
| John A. DeFrancesco | 482 | 359 | 378 | 352 | 363 | 436 | 2,370 |
| Francis J. Taft | 369 | 332 | 375 | 342 | 346 | 347 | 2,111 |
| Mark A. Pare | 384 | 334 | 402 | 346 | 405 | 379 | 2,250 |
| Blanks | 593 | 557 | 549 | 436 | 462 | 458 | 3,055 |
| **SCHOOL COMMITTEE (2)** | | | | | | | |
| Lucy M. Damiani | 497 | 411 | 423 | 359 | 415 | 394 | 2,499 |
| John E. Hickey | 485 | 358 | 369 | 294 | 338 | 429 | 2,273 |
| Christine M. Monaco | 464 | 399 | 474 | 439 | 448 | 443 | 2,667 |
| Stephen A. Nelson | 133 | 174 | 215 | 148 | 182 | 173 | 1,025 |
| Blanks | 249 | 240 | 223 | 236 | 193 | 181 | 1,322 |
| **ASSESSOR-3 YRS. (1)** | | | | | | | |
| John W. Dillon | 576 | 473 | 558 | 502 | 524 | 536 | 3,169 |
| Blanks | 338 | 317 | 294 | 236 | 264 | 274 | 1,723 |
| **BOARD OF HEALTH (2)** | | | | | | | |
| Phillip A. Pollicelli | 534 | 507 | 568 | 486 | 523 | 540 | 3,158 |
| Edward J. Weiner | 579 | 419 | 509 | 450 | 481 | 498 | 2,936 |
| Blanks | 715 | 654 | 627 | 540 | 572 | 582 | 3,690 |
| **HOUSING AUTHORITY (1)** | | | | | | | |
| Robert S. Matarazzo | 561 | 508 | 565 | 484 | 531 | 554 | 3,203 |
| Write-ins | | 1 | | | | | 1 |
| Blanks | 353 | 282 | 287 | 254 | 257 | 256 | 1,689 |
| **RECREATION COMM. (1)** | | | | | | | |
| Mark L. Sherwood | 592 | 505 | 607 | 503 | 540 | 557 | 3,304 |
| Blanks | 322 | 286 | 245 | 235 | 248 | 253 | 1,589 |
| **LIBRARY-3 YRS. (2)** | | | | | | | |
| Richard E. Radtke | 498 | 440 | 497 | 437 | 480 | 509 | 2,861 |
| Amy E. Warfield | 558 | 475 | 549 | 463 | 530 | 531 | 3,106 |
| Blanks | 772 | 667 | 658 | 576 | 566 | 580 | 3,819 |
| **1ST CONSTABLE (1)** | | | | | | | |
| James E. Russo | 379 | 253 | 360 | 306 | 346 | 423 | 2,067 |
| Ronald M. DiGiorgio | 221 | 144 | 197 | 164 | 171 | 144 | 1,041 |
| Garry R. Osborne | 160 | 270 | 197 | 153 | 175 | 168 | 1,123 |
| Blanks | 154 | 124 | 98 | 115 | 96 | 75 | 662 |
| **2ND CONSTABLE (1)** | | | | | | | |
| Anthony J. Saia | 582 | 484 | 533 | 461 | 516 | 540 | 3,116 |
| Write-ins | | | | 1 | | | 1 |
| Blanks | 332 | 307 | 319 | 276 | 272 | 270 | 1,776 |

**Question #1:** Do you as a Burlington resident want to allow the Winn Street Safety Improvement Project to extend beyond the Route 128 Highway boundaries, and enter into the school zone to merge traffic?

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| YES | 251 | 215 | 161 | 133 | 149 | 169 | 1,078 |
| NO | 386 | 386 | 314 | 261 | 338 | 332 | 2,017 |
| Blanks | 277 | 190 | 377 | 344 | 301 | 309 | 1,798 |

**Question #2:** Do you approve of the modified "compromise" Winn Street Traffic Safety Improvements Project as developed and approved by the Winn Street Advisory Committee by a vote of 8-2, and as subsequently approved by the Board of Selectmen, Mass. Dept. of Public Works, and the Federal Highway Administration?

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| YES | 262 | 273 | 218 | 211 | 223 | 237 | 1,424 |
| NO | 310 | 322 | 266 | 193 | 262 | 258 | 1,611 |
| Blanks | 342 | 196 | 368 | 334 | 303 | 315 | 1,858 |

**TOWN MEETING MEMBERS**

**DISTRICT M — Precinct 1 — (3) — 3 Years**

| | |
|---|---|
| Barbara A. Brennan | 253 |
| Robert Carroll | 276 |
| Glenn Saidah | 157 |
| Michael G. Cheifetz | 150 |
| Scattered Write-ins | 1 |

**DISTRICT B — Precinct 2 — (3) — 3 Years**

| | |
|---|---|
| Margaret Merlesena | 178 |
| Eleanor O'Connell | 269 |
| Margaret A. Scott | 156 |
| John J. Keating | 183 |

**DISTRICT B — Precinct 2 — (2) — 2 Years**

| | |
|---|---|
| Janis A. Giles | 159 |
| Marion V. Keating | 195 |
| Linda J. Lewis | 169 |

**DISTRICT D — Precinct 3 — (3) — 3 Years**

| | |
|---|---|
| Anne E. Rowe | 262 |
| John T. Lyons | 247 |
| Eugene Parker (write-in) | 4 |

**DISTRICT F — Precinct 4 — (3) — 3 Years**

| | |
|---|---|
| Roderick Arsenault | 206 |
| James R. Shea | 191 |
| Martha M. Shea | 181 |

**DISTRICT F — Precinct 4 — (1) — 2 Years**

| | |
|---|---|
| Richard E. Madden | 219 |

**DISTRICT A — Precinct 1 — (3) — 3 Years**

| | |
|---|---|
| Suzanne J. Trousil | 267 |
| Charles J. White | 323 |
| Michelle S. Trousil | 244 |

**DISTRICT A — Precinct 1 — (1) — 2 Years**

| | |
|---|---|
| David J. Fionda | 315 |

**DISTRICT C — Precinct 2 — (3) — 3 Years**

| | |
|---|---|
| Miriam R. Kelly | 220 |
| Michael S. Runyan | 235 |
| Francis McLaughlin (write-in) | 4 |
| Scattered Write-ins | 2 |

**DISTRICT E — Precinct 3 — (3) — 3 Years**

| | |
|---|---|
| Frances M. Heartquist | 266 |
| Gene J. Rossi | 254 |
| William G. Small | 266 |

**DISTRICT H — Precinct 4 — (3) — 3 Years**

| | |
|---|---|
| Betty M. Bullock | 174 |
| George R. Cooper | 164 |
| John Worsham | 161 |
| Roberta E. Mills | 216 |
| Michael A. Proulx | 170 |

**DISTRICT G — Precinct 5 — (3) — 3 Years**

| | |
|---|---|
| James J. Dion | 215 |
| James J. Dion, Jr. | 219 |
| Samuel Liang | 252 |

**DISTRICT K — Precinct 6 — (3) — 3 Years**

| | |
|---|---|
| Patrick Rutherford | 258 |
| David J. Ghio | 254 |
| Donald J. Muse | 298 |

**DISTRICT J — Precinct 5 — (3) — 3 Years**

| | |
|---|---|
| Richard P. Burkhart | 209 |
| Robert Paulsen | 218 |
| James F. Ronan | 242 |
| Write-ins | 2 |

**DISTRICT J — Precinct 5 — (2) — 1 Year**

| | |
|---|---|
| Kathleen Brush Duke | 251 |
| Joanne Kinchla | 232 |

**DISTRICT L — Precinct 6 — (3) — 3 Years**

| | |
|---|---|
| Robert T. Goodwin | 254 |
| Donald A. McGillivray | 221 |
| Karen Moyer | 237 |

During the month of May, thirty-two candidates submitted nomination papers to be on the State Primary ballot. Out of 3,753 names submitted, 3,183 were certified.

## ADJOURNED (SECOND) TOWN MEETING
## Monday, May 11, 1992
## Fogelberg Auditorium, BHS

At 7:45 P.M., the Town Meeting Members of District F assembled to fill the vacancy created by the resignation of Gary Brown. Present and voting were: D. Coughlin, R. Madden, James Shea, Martha Shea, and Roderick Arsenault.

Nominations were follows: Al Savoie, 9 Jefferson Ave. Unanimously voted.

A quorum being present, the meeting was called to order at 7:50 P.M. with a salute to the flag. A motion to adjourn to Wednesday, May 13 to complete the business of the warrant, if necessary, was moved, seconded and so voted.

The moderator administered the oath of office to all newly elected Town Meeting Members.

BHS art students who created the mural at the rear of the auditorium were recognized. Town Meetings will now be graced with some notable artists sitting in the last row along with our regular cast of characters! Thank you Amy Burns, Karen DeGiorgio, Peter Fitzpatrick, Jim French, Julie Gallagher, Steve Lemlin, Liz Nisenson, Peter Petropoulakos, Sandra Rezendes, Amy Treworgy, and Markius Williams.

The moderator recognized the following who have served continually for the past twenty years as Charter Members of the Representative Town Meeting: Larry Benassi, Guy DeFilippo, Joan Hastings, Virginia Igo, William McNamara, Mabel Nevins, and Hope Paulsen.

The reading of the Warrant and Constable's Return was waived upon unanimous consent.

**ARTICLE 1 (RE: Reports of Town Officers & Committees)**

The Sign Bylaw Review Committee reported that they are continuing work on the bylaw. Town Accountant, Pat Mullin, reviewed the 5-year financial plan and MWRA assessments. All other committee reports will be heard during the respective article discussion.

**ARTICLE 2 (RE: Transfer of Funds - FY '92 Various Accounts)**

A motion to postpone indefinitely was moved, seconded and so voted

**ARTICLE 3 (RE: Funding FY '93 Budget)**

The article as is appears in the Warrant was moved and seconded. Majority voted to raise and appropriate the following sums to cover the requests of the various departments for Fiscal Year 1993.

**TREASURER/COLLECTOR — ITEMS 1-3**

| | |
|---|---|
| Salaries | $251,311 |
| Expenses | 4,507 |
| Special Accounts | 200 |
| Total | 256,018 |

**ASSESSORS — ITEMS 4-5**

| | |
|---|---|
| Salaries | 125,067 |
| Expenses | 32,050 |

**TOWN CLERK — ITEMS 6-7**

A motion to delete $14,000 from Elections was moved and seconded. Unan. voted.

| | |
|---|---|
| Salaries | 93,804 |
| Expenses | 24,771 |
| Total | 118,575 |

**MODERATOR — ITEMS 8-9**

| | |
|---|---|
| Salaries | 150 |
| Expenses | 75 |
| Total | 225 |

**PLANNING BOARD — ITEMS 10-11**

| | |
|---|---|
| Salaries | 111,445 |
| Expenses | 7,956 |
| Total | 119,401 |

**WAYS & MEANS — ITEMS 12-13**

| | |
|---|---|
| Salaries | 2,700 |
| Expenses | 500 |
| Total | 3,200 |

**CAPITAL BUDGET — ITEM 14**

| | |
|---|---|
| Salaries | 300 |
| Total | 300 |

**TOWN ADMINISTRATOR/SELECTMEN — ITEMS 15-17**

| | |
|---|---|
| Salaries | 211,246 |
| Expenses | 8,412 |
| Special Accounts (Admin./Selectmen — Misc.) | 4,900 |
| Total | 224,558 |

**LEGAL — ITEMS 18-22**

| | |
|---|---|
| Legal fees | 87,275 |
| Legal & Appraisal | 0 |
| Tax Title | 3,000 |
| DPW Title | 0 |
| Coll. Bargaining | 14,000 |
| Total | 104,275 |

**ACCOUNTING — ITEMS 23-24**

| | |
|---|---|
| Salaries | 133,150 |
| Expenses | 620 |
| Total | 133,770 |

**TOWN MEETING — ITEMS 25-26**

| | |
|---|---|
| Salaries | 2,286 |
| Expenses | 12,012 |
| Total | 14,298 |

**REGISTRAR OF VOTERS — ITEMS 27-29**

| | |
|---|---|
| Salaries | 1,000 |
| Expenses | 4,208 |
| Total | 5,208 |

**TOWN HALL MAINTENANCE — ITEMS 30-32**

| | |
|---|---|
| Salaries | 149,036 |
| Expenses | 60,308 |
| Total | 209,344 |

**CENTRAL ADMINISTRATION — ITEMS 33-47a**

| | |
|---|---|
| Central Supply | 75,000 |
| Central Machines | 16,650 |
| Chapter 32B (F) | 2,394,000 |
| Memorial Day/Veteran's Day | 2,500 |
| 4th of July | 10,000 |
| Unemployment Comp. (F) | 50,000 |

| | |
|---|---|
| Pension Reimburse. (F) | 10,000 |
| Surplus Bldgs. | 10 |
| Town Insurance (F) | 675,000 |
| Financial Audit (F) | 36,000 |
| BMEA Education | 2,500 |
| EDP Supplies & Maint. | 18,000 |
| Contract Svc. — EDP | 32,000 |
| Employee Asst. Program | 6,498 |
| Medicare (F) | 120,000 |
| Center School Occupancy | 46,144 |
| Total | 3,494,302 |

**BOARD OF APPEALS — ITEMS 48-50**

| | |
|---|---|
| Salaries | 6,309 |
| Expenses | 200 |
| Special Accounts-Advertising & Mailing | 4,901 |
| Total | 11,410 |

**CONSERVATION COMMISSION — ITEMS 51-52**

| | |
|---|---|
| Salaries | 54,935 |
| Expenses | 20,760 |
| Total | 75,695 |

**HISTORICAL COMMISSION — ITEM 53**

| | |
|---|---|
| Expenses | 2,735 |
| Total | 2,735 |

**SEALER OF WEIGHTS — ITEMS 54-55**

| | |
|---|---|
| Salaries | 4,301 |
| Expenses | 1,000 |
| Total | 5,301 |

**FIRE DEPARTMENT — ITEMS 56-65**

| | |
|---|---|
| Salaries | 2,910,027 |
| Expenses | 154,140 |
| Special Accounts: | |
| Medical Coverage | 10,000 |
| Education & Tuition | 5,500 |
| Clothing | 20,800 |
| Recert. of EMT | 450 |
| Fire Prevention | 2,500 |
| Arson Invest. | 1,650 |
| Training | 4,500 |
| Hazardous Mat'l. Training & Mgmt. | 6,000 |
| Termination buyback | 10 |
| Total | 3,115,577 |

**CIVIL DEFENSE — ITEMS 66-70**

| | |
|---|---|
| Salaries | 2,500 |
| Expenses | 18,539 |
| Special Accounts: | |
| Education | 200 |
| Surplus Property | 10 |
| Emergency Fund | 10 |
| Total | 21,259 |

**BUILDING INSPECTOR — ITEMS 71-73**

| | |
|---|---|
| Salaries | 217,941 |
| Expenses | 8,889 |
| Special Accounts — Hazardous Structures | 10 |
| Total | 226,840 |

**DOG OFFICER/ANIMAL INSPECTOR — ITEMS 74-78**

(now in Police Budget as Animal Control Officer)

**POLICE — ITEMS 79-89**

| | |
|---|---|
| Salaries | 3,132,610 |
| Expenses | 156,350 |
| Special Accounts: | |
| Clothing | 45,490 |
| Education | 10,000 |
| Animal Disposal | 1,180 |
| NEMLEC | 2,800 |
| Medical | 20,000 |
| Medical Exams | 20,000 |
| Personnel Education | 0 |
| Traffic Supv. Uniforms | 1,800 |
| Armorer Quality, Off. | 0 |
| Total | 3,370,230 |

**DPW — ITEMS 90-103**

| | |
|---|---|
| Salaries | 1,808,138 |
| Expenses | 838,540 |
| Special Accounts: | |
| Clothing | 6,900 |
| Physical Exams | 500 |
| Education | 3,010 |
| Highway I | 25,590 |
| Lane Painting | 39,312 |
| Snow & Ice | 250,000 |
| Tree Care | 14,000 |
| Well Cleaning | 10,000 |
| Well Pumping | 0 |
| Mod. of Well Seal & Parco Reloc. | 12,000 |
| Rubbish & Garbage | 1,453,900 |
| Street Lights | 380,000 |
| Total | 4,841,890 |

**BCLC — ITEMS 104-105**

| | |
|---|---|
| Salaries | 209,831 |
| Expenses | 13,590 |
| Total | 223,421 |

**COUNCIL ON AGING — ITEMS 106-112**

| | |
|---|---|
| Salaries | 80,952 |
| Expenses | 5,885 |
| Special Accounts: | |
| Holiday Baskets | 250 |
| Minuteman Homecare | 1,821 |
| Emergency Account | 0 |
| Birthday's "Old-Old" | 250 |
| Stipend for Programs | 0 |
| Total | 89,158 |

**VETERAN'S SERVICE — ITEMS 113-115**

| | |
|---|---|
| Salaries | 63,634 |
| Expenses | 1,875 |
| Special Accounts — Aid to Veteran's | 30,000 |
| Total | 95,509 |

**BOARD OF HEALTH — ITEMS 116-126**

A motion to delete the Mosquito spraying was moved and seconded. Amendment failed.

| | |
|---|---|
| Salaries | 174,393 |
| Expenses | 18,600 |
| Special Accounts: | |
| Community Human Svcs. | 6,000 |
| Clinics | 1,200 |
| T.B. Hospital | 10 |
| Premature Babies | 10 |
| Home Health Service | 2,500 |
| CMARC | 8,200 |
| Hospice | 500 |
| Mosquito Control | 19,425 |
| Hazardous Waste Coll. | 17,200 |
| Total | 248,038 |

**RECREATION DIRECTOR — ITEMS 127-130**

| | |
|---|---|
| Salaries | 263,645 |
| Expenses | 26,945 |
| Special Accounts: | |
| Transportation | 5,480 |
| Self Support Programs | 99,752 |
| Total | 395,822 |

**RECREATION MAINTENANCE — ITEMS 131-133**

| | |
|---|---|
| Salaries | 365,676 |
| Expenses | 102,008 |
| Total | 467,684 |

**LIBRARY — ITEMS 134-136**

| | |
|---|---|
| Salaries | 352,646 |
| Expenses | 48,780 |
| Special Accounts — Books & Periodicals | 92,000 |
| Total | 493,426 |

**SHAWSHEEN VALLEY SCHOOL — ITEM 137** 585,312

**LOCAL EDUCATION — ITEM 138** 18,641,734

Mildred Nash (3D) abstained. A motion to increase the total budget by 1% was moved and seconded. Amendment failed.

**DEPT SERVICE — ITEMS 139-141**

| | |
|---|---|
| Principal | 940,000 |
| Interest | 836,000 |
| Temp. Interest | 0 |
| Total | 1,776,000 |

**RESERVE FUND — ITEM 142** 200,000

A motion to delete $100,000 was moved and seconded. Amendment failed.

**COUNTY RETIREMENT — ITEM 143** 2,158,000

**STABILIZATION — ITEM 144** 0

**NEGOTIATED SETTLEMENTS — ITEM 145** 150,000

**MWRA — ITEM 146** 2,679,480

**GRAND TOTAL** 44,715,112

**ARTICLE 4 (RE: Capital Budget - FY '93)**

The article was moved and seconded. MAJORITY VOTED to raise and appropriate the following:

| Project No. | Department | Project Name/ Description | Spending Authority | Appropriated |
|---|---|---|---|---|
| 93-1 | Planning | Master Plan | Planning Board | $30,000 |

A motion to amend the article by inserting the following was moved, seconded and so voted: (1) The Master Plan, cited in Project 93-1 of Warrant Article 4, must be approved by a vote of Town Meeting; and, (2) The Land Use Committee is directed to review interim and final results of the Master Plan Committee and report to Town Meeting.

Main motion as amended carried.

At 10:50 P.M. a motion to adjourn was moved, seconded and so voted.

Attest:

Jane L. Chew, CMC
Town Clerk

**ADJOURNED (SECOND) TOWN MEETING**
**Wednesday, May 13, 1992**
**Fogelberg Auditorium - BHS**

A quorum being present, the meeting was called to order at 7:50 P.M. with a salute to the flag.

**ARTICLE 4 (RE: Capital Budget - FY '93) - Cont'd.**

| Project No. | Department | Project Name/ Description | Spending Authority | Appropriated |
|---|---|---|---|---|
| 93-2 | Town Clerk | Optech Voting System | Town Clerk | 19,127 |
| 93-3 | Police | Police Cruisers | Selectmen | 62,400 |
| 93-4 | Conservation | Stream Maintenance - Phase II | Selectmen | 20,000 |
| 93-5 | DPW | Pavement Management | Selectmen | 186,071 |

The article was moved by the Capital Budget Committee at $160,000. A motion to amend to $186,071 was moved, seconded and so voted. Main motion as amended carried.

MAJORITY VOTED to transfer from free cash the following:

| | | | | |
|---|---|---|---|---|
| 93.6 | DPW | Master Drainage - Beaverbrook Culvert | Selectmen | 120,000 |
| 93-7 | DPW | Replacement Sewer Pumps | Selectmen | 27,500 |
| 93-8 | DPW | People Mover | Selectmen | 133,711 |

A motion to amend $0 was moved and seconded by the Ways & Means Committee. Amendment failed. A motion to amend to $80,000 was moved and seconded. There was a division of the house and tellers were appointed. By a vote of 30 in favor to 55 opposed, the amendment failed. Main motion of $133,711 carried.

| | | | |
|---|---|---|---|
| 93-9 | School | Wall Flashing, B.H.S. | School Comm. |

A motion to postpone indefinitely was moved, seconded and so voted.

| Project No. | Department | Project Name/ Description | Spending Authority | Appropriated |
|---|---|---|---|---|
| 93-10 | School | Heat Circulators, MSMS | School Comm. | 10,000 |
| 93-11 | School | Plumbing Upgrade, B.H.S. | School Comm. | 12,000 |
| 93-12 | School | Fire Alarm Upgrade - Wildwood School | School Comm. | 8,800 |

The motion to amend to $13,800 was moved and seconded by the Capital Budget Committee. Amendment failed. A motion to amend to $8,800 was moved and seconded. Amendment carried. Main motion as amended carried.

| | | | | |
|---|---|---|---|---|
| 93-13 | Recreation | Enlargement of Brush Field | Recreation Comm. | 8,000 |

A motion to amend to $8,000 was moved and seconded by the Ways & Means Committee. Amendment carried. Main Motion as amended carried.

| | | | | |
|---|---|---|---|---|
| 93-14 | Recreation | Brush Chipper | Recreation Comm. | 15,000 |

The article was moved at $25,000 by the Capital Budget Committee. A motion to amend to $15,000 was moved and seconded by the Ways & Means Committee. Amendment carried. Main motion as amended carried.

| | | | | |
|---|---|---|---|---|
| 93-15 | Library | Library Expansion - Plans & Specs | Library Trustees | 185,000 |

At 11:15 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:

Jane L. Chew, CMC
Town Clerk

## ADJOURNED (SECOND) TOWN MEETING
### Monday, May 18, 1992
### Fogelberg Auditorium - BHS

At 7:40 P.M. the Town Meeting Members of Districts D and F assembled to fill the vacancies in their districts. (Al Savoie (4F) declined the Town Meeting Seat to which he was appointed on May 11, 1992.)

Members present and voting in District D were: E. Chikofsky, L. Rubino, M. Nevins, M. Nash, T. Murphy and A. Rowe.

Nomination were as follows: Ruth Danielson, 11 Shady Lane Dr. Unan. Voted

Members present and voting in District F were: D. Coughlin, R. Madden.

Nominations were as follows: Virginia Mooney, 28 Mohawk Rd. Unan. Voted

At 7:45 P.M., a quorum being present, the meeting was called to order with a salute to the flag. A motion to adjourn to Wednesday, May 20 to complete the business of the Warrant, if necessary, was moved, seconded and so voted. A motion to adjourn to Wednesday, September 9, 1992 for the Adjourned (Third) Town Meeting at the end of this session was moved, seconded and so voted.

A motion to reconsider Article 4, Item 93-15 (Library Expansion), signed by eight (8) Town Meeting Members, was received.

**ARTICLE 4 (RE: Capital Budget - FY '93) - Cont'd.**

| Project No. | Department | Project Name/ Description | Spending Authority | Appropriated |
|---|---|---|---|---|
| 93-16 | Library | Renovation of Temporary Library | Library Trustees | |

A motion to postpone indefinitely was moved, seconded and so voted.

**ARTICLE 5 (RE: Property Revaluation FY '94)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 8-0-1 in favor. MAJORITY VOTED to transfer from free cash the sum of $25,000 for the purpose of a property revaluation of Commercial, Industrial, Residential and Personal Property in order to meet the requirements of the General Statutes, same to be spent under the direction of the Board of Assessors.

**ARTICLE 6 (RE: NESWC Refinancing)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 9-0 in favor. MAJORITY VOTED to authorize the Selectmen to take such action as may be requested by the North East Solid Waste Committee to facilitate the refinancing of bonds issued to finance the solid waste resource recovery facility referred to in the Service Agreement between the Town and Massachusetts Refusetech, Inc. including without limitation the substitution of Wheelabrator Technologies, Inc. for Allied-Signal, Inc. as the guarantor of performance under the Service Agreement and the execution and delivery of such amendments to the Service Agreement and other agreements with the North East Solid Waste Committee as the Selectmen shall determine necessary and in the best interests of the Town to effect such refinancing.

**ARTICLE 7 (RE: Costs Containment Study)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 8-0-1 in favor. MAJORITY VOTED to transfer from free cash the sum of $30,000, same to be used to fund a consultant study of the financial and management practices of the Town, same to be spent under the direction of the Board of Selectmen.

It was decided to discuss Articles 8 and 32 together and vote them separately by unanimous consent.

**ARTICLE 8 (RE: Curbside Recycling)**

The article as it appears in the warrant was moved and seconded. MAJORITY VOTED to transfer from free cash the sum of $152,100 for the purpose of implementing a curbside recycling collection program to comply with the Commonwealth of Massachusetts Waste Ban regulations, same to be spend under the direction of the Board of Selectmen.

**ARTICLE 32 (RE: Amend General By-Law, Article XXI)**

The article was moved and seconded. A motion to amend by adding the words "from their general waste" after the word "categories" was moved and seconded.

A motion to postpone until Wed. May 20, 1992 was moved, seconded and so voted.

**ARTICLE 9 (RE: FY '93 Administrative and Professional Classification & Compensation Plan)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 9-0 in favor. MAJORITY VOTED to adopt the Fiscal Year 1993 Administrative and Professional Classification and Compensation Plan, same to be spent under the direction of the appropriate authorities.

**ARTICLE 10 (RE: FY '93 Part-time Salary Plan (under 20 hours)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 9-0 in favor. MAJORITY VOTED to adopt the Fiscal Year 1993 Part-time Salary Plan (under 20 hours), same to be spent under the direction of the appropriate authorities.

**ARTICLE 11 (RE: Review Administrative & Professional Classification Plan)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 9-0 in favor. MAJORITY VOTED to transfer from free cash the sum of $6,820 for the purpose of reviewing the Administrative and Professional Classification Plan, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 12 (RE: Custodial Recreation and Other Approved Fees)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 6-2-1 in favor. MAJORITY VOTED to transfer from free cash the sum of $20,000 for the purpose of custodial fees for organizations as previously approved by Town Meeting, same to be spent under the direction of the School Committee.

**ARTICLE 13 (RE: Lighting of Athletic Fields)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 7-2 in favor. MAJORITY VOTED to transfer from free cash the sum of $7,500 to pay electric bills for lighting of athletic fields used by Burlington youth sports organizations, same to be spent under the direction of the Recreation Commission.

**ARTICLE 14 (RE: Will of Marshall Simonds)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 9-0 in favor. MAJORITY VOTED to accept from the Trustees under the will of Marshall Simonds, the sum of $9,500 for the maintenance and improvement of Simonds Park, same to be spent under the direction of the Recreation Commissioners.

**ARTICLE 15 (RE: Early Retirement Incentive - Town Employees)**

A motion to postpone indefinitely was moved, seconded and so voted.

**ARTICLE 16 (RE: Early Retirement Incentive - School Department Employees)**

A motion to postpone indefinitely was moved, seconded and so voted.

**ARTICLE 17 (RE: Reasonable Accommodations)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 5-4 in favor. MAJORITY VOTED to transfer from free cash the sum of $5,000 for the purpose of providing reasonable accommodations to disabled residents, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 18 (RE: Support Committee For Battered Women)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 9-0 in favor. MAJORITY VOTED to transfer from free cash the sum of $1,000 for the purpose of assisting the Support Committee for Battered Women, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 19 (RE: Drug & Alcohol Task Force)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 8-1 in favor. MAJORITY VOTED to transfer from free cash the sum of $2,500 to fund the expenses of the Burlington Drug & Alcohol Task Force, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 20 (RE: West School Roof Replacement)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 9-0 in favor. MAJORITY VOTED to transfer from free cash the sum of $2,050 for the purpose of replacing the roof at the West School, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 21 (RE: Repair Kelly-Murray Wing Floor)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 9-0 in favor. MAJORITY VOTED to transfer from free cash the sum of $6,070 for the purpose of repairing the Kelly-Murray Wing floor, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 22 (RE: Microfilming Vault Documents)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 9-0 in favor. A motion to amend by inserting after the figure $3,000 the words "and further, to transfer $2,401.60 from Article 5 of the September 16, 1991 Town Meeting for a total of $5,401.60" was moved, seconded and so voted. Main motion as amended carried.

MAJORITY VOTED to transfer from free cash the sum of $3,000, and further, to transfer $2,401.60 from Article 5 of the September 16, 1992 Town Meeting for a total of $5,401.60 to implement a microfilming project to record all permissible

records in the vault, same to be added to the Town Clerk's Contracted Services Account, and to be spent under the direction of the Town Clerk.

**ARTICLE 23 (RE: Ice Pallace Enterprise Fund)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 9-0 in favor. MAJORITY VOTED to transfer from the Burlington Ice Pallace Estimated Revenue Account the sum of $517,000 to operate the Burlington Ice Pallace, same to be spent under direction of the Board of Selectmen.

**ARTICLE 24 (RE: Cemetery Development)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 9-0 in favor. MAJORITY VOTED to see if the Town will vote to transfer from the Sale of Graves Account the sum of $140,825 for the purpose of Cemetery Development - Phase I, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 25 (RE: Shawsheen Valley Technical High School Grant)**

The article as it appears in the warrant was moved and seconded by the Ways & Means Committee who were 9-0 in favor. MAJORITY VOTED to accept a $48,352 Equal Educational Opportunity Grant for the Shawsheen Valley Regional Vocational Technical High School District for the 1992-1993 School Year.

**ARTICLE 26 (RE: Establish Enterprise Fund)**

The article as it appears in the warrant was moved and seconded. MAJORITY VOTED to accept the provisions of Chapter 40, Section 39K of the Mass. General Laws, as enacted by Chapter 306 of 1986, to establish an Enterprise Fund for sewer utility services.

**ARTICLE 27 (RE: Increase Membership on Disability Access Commission)**

The article as it appears in the warrant was moved and seconded. MAJORITY VOTED to increase the membership of the Disability Access Commission established by Article 11 of the September 16, 1992 Annual Town Meeting from seven to nine members, the additional two members to be appointed by the Board of Selectmen as authorized by Chapter 390 of the Acts of 1991, G.L.C. 40, Section 8J.

**ARTICLE 28 (RE: Street Acceptances - Allison Drive; Jessica Drive; Paula Street)**

The article as it appears in the warrant was moved and seconded. A motion to refer to the Land Use Committee for their review and recommendations for the Sept., 1992 Town Meeting was moved and seconded. Motion failed. Main motion carried.

UNANIMOUSLY VOTED to accept Allison Drive, Jessica Drive and a portion of Paula Street as public ways laid out by the Board of Selectmen as described below:

**ALLISON DRIVE, Burlington, MA, bounded and described:**

Beginning at a point on the northerly sideline of Wilmington Road,

Thence turning and running a length of 47.12 feet along a curve of a radius of 30.00 feet to a point,

Thence running N 69 52'20" W a distance of 60.52 feet to a curve,

Thence running a length of 160.68 feet along a curve having a radius of 122.47 feet by Jessica Drive to a point,

Thence running S 34 57" 32" W a distance of 230.04 feet by Paula Street to a point,

Thence running along a curve having a radius of 140.06 feet a length of 53.78 feet to a point of curvature,

Thence running S 56 57' 32" W a distance of 45.00 feet to a point of curvature,

Thence running along a curve having a radius of 95.00 feet a length of 85.87 feet to a point of compound curvature,

Thence running along a curve having a radius of 25.00 feet a length of 26.18 feet to a point of compound curvature,

Thence running along a curve having a radius of 50.00 feet a length of 242.79 feet to a point of curvature,

Thence turning and running along a curve having a radius of 55.00 feet a length of 86.39 feet to another point,

Thence turning and running N 56 57' 32" E a distance of 45.00 feet to a point of curvature,

Thence running along a curve having a radius of 180.06 feet a length of 69.14 feet to a point,

Thence running N 37 57' 32" E a distance of 230.04 feet to a point of curvature,

Thence turning and running along a curve having a radius of 82.47 feet a length of 108.20 feet to a point on a curvature,

Thence turning and running S 69 52' 20" E a distance of 60.52 feet to a point of curvature,

Thence turning and running along a curve having a radius of 30.00 feet a length of 47.12 feet to the point on Wilmington Road,

Thence turning and running N 20 07' 40" E a distance of 100.00 feet to the point of beginning on Wilmington Road,

More fully shown on a plan prepared by Raymond Engineering Service Dated: January 31, 1991

**JESSICA DRIVE, Burlington, MA, Bounded and described:**

Beginning at a point on the northerly sideline of Allison Drive, one hundred thirty-eight and 05/100 feet from the westerly sideline of Wilmington Road,

Thence turning and running a length of 35.97 feet along a curve of a radius of 40.00 feet to a point,

Thence running N 32 34' 39" W a distance of 295.49 feet to a curve,

Thence running a length of 93.35 feet along a curve having a radius of 580.34 feet to a point,

Thence running N 23 21' 40" W a distance of 60.69 feet to a point,

Thence running along a curve having a radius of 30.00 feet a length of 26.87 feet to a point of compound curvature,

Thence running along a curve having a radius of 50.00 feet a length of 246.65 feet to another point of compound curvature,

Thence turning and running along a curve having a radius of 30.00 feet a length of 26.87 feet to a point,

Thence turning and running S 23 21' 40" E a distance of 60.69 feet to a point of curvature,

Thence running along a curve having a radius of 620.34 feet a length of 99.78 feet to a point,

Thence running S 32 34' 39" E a distance of 270.48 feet to a point of curvature,

Thence turning and running along a curve having a radius of 30.00 feet a length of 28.30 feet to a point on a curve on Allison Drive,

Thence turning and running along a curve having a radius of 122.47 feet a length of 89.41 feet to a point of beginning.

More fully shown on a plan prepared by the Town of Burlington Engineering Department Dated: March 13, 1992

**PAULA STREET, (a portion of), Burlington, MA, Bounded and described:**

Beginning at a point on the northerly sideline of Allison Drive, 91.84 feet West of Jessica Drive,

Thence turning and running a length of 38.42 feet along a curve of a radius of 32.55 feet to a point, at the sideline of the public portion of Paula Street,

Thence running along a curve having a radius of 40.00 feet, to a point,

Thence running Southwesterly along the end of the public portion of Paula Street to a curve,

Thence running a length of 40.99 feet along a curve having a radius of 20.90 feet to a point,

Thence running N 34 57'32" E a distance of 96.27 feet by Allison Drive to the point of beginning.

More fully shown on a plan prepared by the Town of Burlington Engineering Department Dated: April 1, 1992

**ARTICLE 29 (RE: Resolution State Gas Tax Distribution)**

The article as it appears in the warrant was moved and seconded. MAJORITY VOTED to call upon the Legislature to annually appropriate and fully distribute the legally required 15% of gas tax receipts to cities and towns for the construction, maintenance and policing of local roads.

**ARTICLE 30 (RE: Handicapped Parking By-Law Adoption)**

A motion to postpone indefinitely was moved, seconded and so voted.

**ARTICLE 31 (RE: Handicapped Parking By-Law Enforcement)**

The article as it appears in the warrant was moved and seconded. MAJORITY VOTED to Amend Article X Use of Streets and Public Places of its General By-Laws by adding a new section as follows:

**Section 24.0 - Handicapped Parking By-Law**

24.1 Except as provided in Section 24.2 below, no person shall leave or cause to be left any unattended vehicle within parking spaces designated as reserved for vehicles owned and operated by disabled veterans or handicapped veterans or handicapped persons.

24.2 This by-law shall not apply to those vehicles owned and driven by a disabled veteran or by a handicapped person and bearing the distinctive number plates authorized by G.L. c. 90, Section 2, or for any vehicle transporting a handicapped person and displaying the special parking identification plate authorized by G.L. c. 90, Section 2, or for any vehicle bearing the official identification of a handicapped person by any other state or any Canadian Province.

24.3 No person shall leave or cause to be left any unattended vehicle in such a manner as to obstruct a curb ramp designated for use by handicapped persons as a means of egress to a street or public way.

24.4 Penalty for violation of this By-law shall be $100.00. Each day shall constitute a separate violation. This By-law may be enforced by any Burlington Police Officer. This is in addition to any other penalty or cost allowed by law including, but not limited to, removal of the vehicle pursuant to G.L. c. 40, Section 22D

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at 10:45 P.M. A motion to adjourn to was moved, seconded and so voted.

Attest:

Jane L. Chew, CMC
Town Clerk

**ADJOURNED (SECOND)**
**TOWN MEETING**
**Wednesday, May 20, 1992**
**Fogelberg Auditorium - BHS**

A quorum being present, the meeting was called to order at 7:50 P.M. with a salute to the flag.

**ARTICLE 32 (RE: Amend General Bylaw, Article XXI)**

The article was moved and seconded. MAJORITY VOTED to establish a mandatory recycling program pursuant to G.L. c. 40, S8H, and amend the General By-laws, Article XXI Litter Control, by adding a new section as follows:

11.0 Recycling

11.1 Effective January 1, 1993, in order to implement a program of recycling in conjunction with regular waste collections, residents of every household serviced by the Town's solid waste collection program are required to separate the following waste materials from their household solid waste (trash) before depositing same for collection:

1. Glass and cans
2. Paper (includes newspaper, office paper, and corrugated cardboard)
3. White Goods (refrigerators, stoves, washers, dryers, etc.)
4. Leaves
5. Other yard wastes (grass clippings)
6. Single Polymer Plastics (Nos.1 and 2)

If no separation of materials takes place, the Town's Trash Collection Contractor will be instructed not to pick up the materials and the household will be granted a 24-hour period to remove the material from the curb or suffer a fine of $25.00.

App'd. AG 7-23-92 Adv. Burl. Times Union 7/30 & 8/6/92

**ARTICLE 33 (RE: Amend Zoning from BT to BG)**

The article as it appears in the warrant was moved and seconded. Planning Board voted 4-0 in favor. Land Use Committee voted unanimously in favor. There was a division of the house and tellers were appointed. BY A VOTE OF 66 IN FAVOR AND 4 OPPOSED, THE MOTION CARRIED BY THE REQUIRED 2/3 VOTE to amend the Zoning Map to remove the land as described below from a Continuous Traffic Business (BT) District and establish the same as a General Business (BG) District:

A certain parcel of land situated on the westerly side of Middlesex Turnpike in the Town of Burlington in the County of Middlesex, Commonwealth of Massachusetts, and described as follows:

Beginning at a nail in the westerly line of Middlesex Turnpike in the Town of Burlington at the northeast corner of the granted premises at land of the Commonwealth of Massachusetts; thence

| | |
|---|---|
| S 24 13'47" E | By the Middlesex Turnpike a distance of two hundred thirtythree and thirtyseven hundreds feet (233.37) to an iron pipe; thence |
| NORTHWESTERLY | and curving to the right along the arc of a curve having radius of fortythree and twelve hundreds feet (43.12), a length of seventynine and fiftynine hundreds feet (79.59) to a nail; thence |
| S 81 32'10" W | along Wheeler Road a distance of one hundred and thirtyseven and twentythree hundreds feet (137.23) to a concrete bound; thence |
| SOUTHWESTERLY | and curving to the left along the arc of the curve having a radius seven hundred six and seventy hundreds feet (706.70), a length of two hundred fortysix and twentyeight hundreds feet (246.28) to an iron pipe; thence |
| S 61 34' 08" W | along Wheeler Road a distance of one hundred eighteen and fortythree hundreds feet (118.43) to an iron pipe; thence |
| NORTHWESTERLY | and curving to the right along the arc of a curve having a radius of five hundred |

fiftyeight and eightynine hundreds feet (558.89), a length of fiftyeight and seven hundreds feet (58.07) to a Massachusetts Highway Bound; thence

N 05 13' 29" E — by the land of the Commonwealth of Massachusetts a distance of two hundred nineteen and fiftytwo hundreds feet (219.52) to a Massachusetts Highway Bound; thence

N 52 38' 36" E — by other land of the Commonwealth of Massachusetts a distance of one hundred eightynine and sixtyfour hundreds feet (189.64) to a Massachusetts Highway Bound; thence

N 67 51' 03 E — by the land of the Commonwealth of Massachusetts a distance of three hundred fourteen and twentyone hundreds feet (314.21) to the point of beginning.

The above described parcel contains an area of 126,520 square feet, more or less, or 2.90 acres, more or less.

The property is more particularly described as Parcel 7, Tax Assessor's Map 52, Town of Burlington, Massachusetts

App'd. AG 7-23-92 Adv. Burl. Times Union 7-30 & 8-6-92

**ARTICLE 4 - Item 93-15 - Library Expansion**

A motion to reconsider was moved and seconded. Motion failed.

At 8:40 P.M., a motion to adjourn was moved, seconded and so voted.

Attest:

Jane L. Chew, CMC
Town Clerk

During the month of June, Presidential Candidate Ross Perot submitted 364 names out of which 344 were certified. Also, 126 names were submitted on initiative petitions out of which 96 were certified.

## ADJOURNED (THIRD) TOWN MEETING
## Wednesday, September 9, 1992
## Fogelberg Auditorium, BHS

At 7:40 P.M. the Town Meeting Members of District B assembled to fill the vacancy created by the resignation of Robert Peters. There were no nominations.

At 7:45 P.M., a quorum being present, the meeting was called to order with a salute to the flag. A motion to adjourn to Wednesday, Sept. 16, 1992 to complete the business of the warrant, if necessary, was moved, seconded, and so voted. The reading of the Warrant and Constable's Return was waived upon unanimous consent.

**ARTICLE 1 RE: Reports of Town Officers & Committees**

The Minibus Advisory Committee and the Master Plan Committee presented a report. All other committee reports are to be heard at the respective articles.

**ARTICLE 2 RE: Transfer of Funds Ins. Claim-High School**

The article as it appears in the warrant was moved and seconded. Ways & Means voted 12-0 in favor. MAJORITY VOTED to transfer from the Insurance Claims Account the sum of $285,470.83, for the purpose of paying costs associated with the June 12, 1991 fire at Burlington High School, same to be spent under the direction of the Board of Selectmen.

**ARTICLE 3 RE: Acquisition of Camp Cummings Property**

The article was moved and seconded. Ways & Means voted 8-4 in favor, Capital Budget voted 1-3 in opposition. After considerable discussion, a motion to end debate was moved, seconded and unanimously voted. There was a division of the house and tellers were appointed. BY A VOTE OF 54 IN FAVOR AND 19 OPPOSED, THE MOTION CARRIED to acquire by purchase, a portion of a parcel of land known as Camp Cummings, located in the Town of Wilmington and identified on "Plan of Land in Wilmington, Massachusetts on Chestnut Avenue, owned by Minuteman Council, Inc., Boy Scouts of America" dated August 16, 1992, for the purpose of preserving and protecting the purity of the Mill Pond Reservoir, said land to be under the control of the Board of Selectmen, and to transfer from the MWRA Assessment, Line 146, May 1992 Town Meeting the sum of $84,000, and to further authorize the Board of Selectmen to petition the General Court for special legislation to authorize this acquisition if necessary.

**ARTICLE 4 RE: Handicapped Accessibility Burlington Public Schools**

The article was moved and seconded. Ways & Means voted 9-3 in favor, Capital Budget voted 4-0 in favor. After considerable discussion, a motion to end debate was moved, seconded and unanimously voted. Main motion carried. MAJORITY VOTED to transfer $36,000 from the Shawsheen Assessment, Line 137, May 1992 Town Meeting, and $64,000 from

free cash for the purposes of renovations needed to provide accessibility to the Burlington Public Schools for persons with handicaps, and to conform with the Americans with Disabilities Act a federal law which went into effect January 26, 1992, same to be spent under the direction of the School Committee.

**ARTICLE 5 RE: Settlement - Charles George Trucking Co. Case**

The article as it appears in the warrant was moved and seconded. Ways & Means voted 10-1-1 in favor. After considerable discussion, a motion to end debate was moved, seconded and unanimously voted. Main motion carried. MAJORITY VOTED to transfer from free cash the sum of $138,901 to fund the Town's allocated portion of the response costs and other damages in connection with the remediation of the Charles George Land Reclamation Trust Landfill located in Tyngsborough, MA as required in the consent decree entered in the case of the United States v. Charles George Trucking Co., et al.

**ARTICLE 6 RE: Acceptance of State Early Retirement Incentive Program**

The article as it appears in the warrant was moved and seconded. Ways & Means voted 12-0 in favor. MAJORITY VOTED to accept the provisions of Section 48 of Chapter 133 of the Acts of 1992 which provides an early retirement program for certain categories of municipal employees.

**ARTICLE 7 RE: Accept CH. 148-Section 26H Requiring Automatic Sprinklers in Boarding Houses**

The article as it appears in the warrant was moved and seconded. MAJORITY VOTED to accept the provisions of Section 26H of Chapter 148 of the Massachusetts General Laws and require Automatic Sprinklers in Boarding Houses.

**ARTICLE 8 RE: Chapter 148, Section 56 Licensing of Open-Air Parking Spaces; Penalty**

The article was moved and seconded. Motion failed.

**ARTICLE 9 RE: Amendment Gen. Provisions Art. 1 Section 4.0 Non-Criminal Enforcement of Recycling Bylaw**

The article was moved and seconded. MAJORITY VOTED to amend the Town's General Bylaws Article 1, Section 4.0 to read as follows:

4. Any bylaw of the Town of Burlington or rule or regulation of its boards, and commissions, the violation of which is subject to a specific penalty, may, in the discretion of the Town Official who is the appropriate enforcing person, be enforced by the method provided in Section 21D of Chapter 40 of the General Laws. "Enforcing Person" as used in this section shall mean the Animal Control Officer, Conservation Administrator, Health Agent, Environmental Engineer, Building Inspector, Plumbing and Gas Inspector, Wiring Inspector, any Police Officer, Fire Chief and/or Fire Inspector, Superintendent of Public Works, and such other officials as the Board of Selectmen may from time to time designate, each with respect to violation of bylaws and rules and regulations within their respective jurisdictions. If more than one official has jurisdiction in a given case, any such official may be an enforcing person with respect thereto. A police officer may enforce any and all of these bylaws and rules and regulations.

Without intending to limit the generality of the foregoing, it is the intention of this provision that the following bylaws and sections of bylaws or rules or regulations are to be included within the scope of this subsection and that the specific penalties as listed here shall apply in such cases. Each day on which any violation exists shall be deemed a separate offense:

| | |
|---|---|
| Article V, Section 2; Control of Dogs: | |
| First offense, within preceding twelve month period | $15.00 |
| Second offense, within preceding twelve month period | 25.00 |
| Third offense, within twelve month period | 35.00 |
| Fourth or subsequent offense within the preceding twelve months | 50.00 |
| For an unlicensed dog as of July 1st of any year | 50.00 |
| Article X, Section 23.3 Littering | 100.00 |
| Article XI, Section 9.8 Earth Removal, Earth Moving and addition of Fill: | |
| First offense | 50.00 |
| Second offense | 100.00 |
| Subsequent offenses | 200.00 |
| Article XI, Section 17.1 Retail Sales | 50.00 |
| Article XI, Section 22.5 Alcoholic Beverages | 50.00 |
| Article XI, Section 24.0 Nuisance to Health and Safety | 50.00 |
| Article XI, Section 24.4 Trash | 50.00 |
| Article XI, Section 24.6 Conservation Land | 50.00 |
| Article XI, Section 25.15 Control of Toxic and Hazardous Materials | 200.00 |
| Article XIV, Section 2.3 Signs | 100.00 |
| Article XXI, Section 10.1 Litter Control | 50.00 |
| Article XXII, Section 9 Wetlands | 50.00 |
| Burlington Zoning Bylaws | 50.00 |
| Massachusetts State Building Codes | 50.00 |
| Board of Health Rules and Regulations | 50.00 |
| Conservation Commission Bylaws and Regulations | 50.00 |

| | |
|---|---|
| Board of Fire Prevention Rules and Regulations, MGL C.148 and CMR 527, State Fire Laws | |
| First offense | 25.00 |
| Second offense | 50.00 |
| Subsequent offenses | 100.00 |
| Park and Recreation Rules and Regulations | 50.00 |
| Article XXI, Section 11 Recycling Bylaw | 25.00 |

This bylaw is to be enforced as set forth in a detailed statement of said bylaw on file at the office of the Selectmen of the Town and said statement to be available for inspection there.

**ARTICLE 10 RE: Petition General Court to Amend Chapter 686 of 1970 - An Act Establishing Rep. Twn Mtg.**

The article was withdrawn. A motion to dismiss was moved, seconded and so voted.

**ARTICLE 11 RE: Petition General Court to Amend Chapter 686 of 1970 - An Act Establishing Rep. Twn. Mtg. (Election by Precincts)**

The article was withdrawn. A motion to dismiss was moved, seconded and so voted.

At 10:25 P.M. a motion to adjourn was moved, seconded and so voted.

Attest:

Jane L. Chew, CMC
Town Clerk

**ADJOURNED SPECIAL**
**TOWN MEETING**
**Wednesday, September 9, 1992**
**Fogelberg Auditorium, BHS**

At 10:25 P.M. a quorum being present, the Special Town Meeting was called to order. The reading of the Warrant and Constable's Return was waived upon unanimous consent.

**ARTICLE 1 RE: IBPO - Command Officers Collective Bargaining Agreement**

The article as it appears in the warrant was moved and seconded. Ways & Means voted 12-0 in favor. MAJORITY VOTED to fund the Collective Bargaining Agreement by and between the Town of Burlington and Local 532 International Brotherhood of Police Officers (Command Officers), by transfer from Line #145 (FY '93 Negotiated Settlements) of the Annual Budget as voted in May 1992, the sum of $5,400 to the Police Department Full-Time Salary Account, same to be spent under the direction of the Board of Selectmen.

Attest:

Jane L. Chew, CMC
Town Clerk

**COMMONWEALTH OF MASSACHUSETTS**
**Michael J. Connolly, Secretary**

ss, Middlesex,.

To either of the Constables of the Town of Burlington

GREETINGS:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Elections to vote at:

PRECINCTS 1, 2, 3, 4, 5, & 6
Burlington High School Gym

on TUESDAY, THE FIFTEENTH DAY OF SEPTEMBER, 1992 FROM 7:00 a.m. to 8:00 p.m. for the following purpose:

To cast their votes in the State Primary for the candidates of political parties for the following offices:

| | |
|---|---|
| Representative in Congress | 6th Congressional District |
| Councillor | 6th Councillor District |
| Senator In General Court | 4th Senatorial District |
| Representative in General Court | 23rd Representative District |
| County Sheriff | Middlesex County |
| County Commissioner | Middlesex County |

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 17th day of August, 1992.

Richard C Wilde
George L. Judge Jr.
Robert P. Marrano
Charles T. Ferguson
Selectmen of Burlington

Posting Warrant
(Indicate method of service of warrant.)

Anthony J. Saia, Constable Sept. 2, 1992

## STATE PRIMARY
## September, 15, 1992
## Burlington High School

The polls for the State Primary were opened at 7:00 A.M. All workers were sworn in by the Wardens. The machines and ballot boxes were all checked. Memory Packs were sealed and the counters all read zero. The polls closed at 8:00 P.M.

| | Votes Cast | Registered Voters |
|---|---|---|
| Precinct 1 - Warden, Mary Louise Rutherford | 668 | 2,376 |
| Precinct 2 - Warden, Betty L. Yetman | 602 | 2,556 |
| Precinct 3 - Warden, Donald L. Sleeper, Jr. | 808 | 2,511 |
| Precinct 4 - Warden, Patricia Stanford | 516 | 1,934 |
| Precinct 5 - Warden, Virginia M. Igo | 647 | 2,049 |
| Precinct 6 - Warden, Elmer V. Larson, Jr. | 692 | 2,285 |
| | 3,933 | 13,711 |

The above figures include 175 Absentee Ballots cast by Precinct as follows: 1 = 33, 2 = 23, 3 = 34, 4 = 20, 5 = 37, 6 = 28

| DEMOCRATIC: | 1 | 2 | 3 | 4 | 5 | 6 | Total |
|---|---|---|---|---|---|---|---|
| **CONGRESS — (1)** | | | | | | | |
| Blanks | 29 | 14 | 25 | 15 | 23 | 21 | 127 |
| Mavroules | 125 | 143 | 181 | 82 | 136 | 141 | 808 |
| Elbot | 79 | 65 | 82 | 76 | 74 | 71 | 447 |
| Hildt | 290 | 275 | 367 | 238 | 291 | 330 | 1,791 |
| Write-in | 3 | 3 | 0 | 0 | 1 | 2 | 9 |
| Total | 526 | 500 | 655 | 411 | 525 | 565 | 3,182 |
| **COUNCILLOR — (1)** | | | | | | | |
| Blanks | 101 | 77 | 123 | 105 | 94 | 90 | 590 |
| Hurley | 85 | 80 | 119 | 73 | 107 | 124 | 588 |
| Campana | 13 | 22 | 28 | 20 | 19 | 19 | 121 |
| Gay | 104 | 91 | 122 | 69 | 68 | 93 | 547 |
| Kelley | 28 | 35 | 44 | 15 | 31 | 32 | 185 |
| LoPresti | 108 | 106 | 108 | 77 | 118 | 112 | 629 |
| Ragucci | 52 | 59 | 66 | 28 | 60 | 45 | 310 |
| Tecce | 35 | 30 | 44 | 24 | 28 | 48 | 209 |
| Write-in | 0 | 0 | 1 | 0 | 0 | 2 | 3 |
| Total | 526 | 500 | 655 | 411 | 525 | 565 | 3,182 |
| **SENATOR — (1)** | | | | | | | |
| Blanks | 192 | 167 | 197 | 130 | 168 | 178 | 1,032 |
| Havern | 331 | 327 | 456 | 279 | 352 | 379 | 2,124 |
| Write-in | 3 | 6 | 2 | 2 | 5 | 8 | 26 |
| Total | 526 | 500 | 655 | 411 | 525 | 565 | 3,182 |
| **REPRESENTATIVE — (1)** | | | | | | | |
| Blanks | 16 | 21 | 26 | 22 | 16 | 16 | 117 |
| Ferguson | 180 | 187 | 256 | 115 | 145 | 212 | 1,095 |
| Ferren | 108 | 91 | 142 | 94 | 216 | 134 | 785 |
| Hogan | 95 | 77 | 98 | 74 | 64 | 93 | 501 |
| Mooney | 127 | 121 | 132 | 105 | 84 | 108 | 677 |
| Write-in | 0 | 3 | 1 | 1 | 0 | 2 | 7 |
| Total | 526 | 500 | 655 | 411 | 525 | 565 | 3,182 |
| **SHERIFF — (1)** | | | | | | | |
| Blanks | 169 | 148 | 191 | 137 | 149 | 158 | 952 |
| McGonigle | 355 | 345 | 461 | 271 | 371 | 402 | 2,205 |
| Write-in | 2 | 7 | 3 | 3 | 5 | 5 | 25 |
| Total | 526 | 500 | 655 | 411 | 525 | 565 | 3,182 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **COUNTY COMM. — (2)** | | | | | | | |
| Blanks | 423 | 366 | 486 | 329 | 370 | 407 | 2,381 |
| Kennedy | 160 | 156 | 226 | 118 | 175 | 198 | 1,033 |
| Larkin | 243 | 215 | 281 | 168 | 238 | 248 | 1,393 |
| Golder | 71 | 80 | 84 | 57 | 68 | 65 | 425 |
| Onessimo | 41 | 51 | 49 | 28 | 48 | 56 | 273 |
| Ready | 56 | 66 | 93 | 70 | 87 | 81 | 453 |
| Schwalberg | 57 | 63 | 91 | 52 | 64 | 73 | 400 |
| Write-in | 1 | 3 | 0 | 0 | 0 | 2 | 6 |
| Total | 1,052 | 1,000 | 1,310 | 822 | 1,050 | 1,130 | 6,364 |
| **REPUBLICAN:** | | | | | | | |
| **CONGRESS — (1)** | | | | | | | |
| Blanks | 6 | 5 | 8 | 2 | 8 | 7 | 36 |
| Tennant | 64 | 54 | 79 | 62 | 56 | 55 | 370 |
| Torkildsen | 69 | 41 | 65 | 38 | 58 | 62 | 333 |
| Write-in | 2 | 2 | 0 | 3 | 0 | 1 | 8 |
| Total | 141 | 102 | 152 | 105 | 122 | 125 | 747 |
| **COUNCILLOR — (1)** | | | | | | | |
| Blanks | 44 | 30 | 48 | 20 | 31 | 39 | 212 |
| Aiello | 95 | 71 | 104 | 85 | 89 | 86 | 530 |
| Write-in | 2 | 1 | 0 | 0 | 2 | 0 | 5 |
| Total | 141 | 102 | 152 | 105 | 122 | 125 | 747 |
| **SENATOR — (1)** | | | | | | | |
| Blanks | 43 | 34 | 42 | 20 | 23 | 34 | 196 |
| Howard | 97 | 68 | 108 | 84 | 99 | 91 | 547 |
| Write-in | 1 | 0 | 2 | 1 | 0 | 0 | 4 |
| Total | 141 | 102 | 152 | 105 | 122 | 125 | 747 |
| **REPRESENTATIVE — (1)** | | | | | | | |
| Blanks | 19 | 16 | 30 | 10 | 11 | 14 | 100 |
| Brenton | 119 | 82 | 120 | 95 | 110 | 111 | 637 |
| Write-in | 3 | 4 | 2 | 0 | 1 | 0 | 10 |
| Total | 141 | 102 | 152 | 105 | 122 | 125 | 747 |
| **SHERIFF — (1)** | | | | | | | |
| Blanks | 24 | 19 | 21 | 14 | 13 | 17 | 108 |
| Buxton | 34 | 17 | 31 | 28 | 29 | 27 | 166 |
| Dever | 68 | 62 | 77 | 53 | 71 | 64 | 395 |
| Dixon | 15 | 4 | 22 | 10 | 9 | 17 | 77 |
| Write-in | 0 | 0 | 1 | 0 | 0 | 0 | 1 |
| Total | 141 | 102 | 152 | 105 | 122 | 125 | 747 |
| **COUNTY COMM. — (2)** | | | | | | | |
| Blanks | 129 | 79 | 129 | 88 | 95 | 109 | 629 |
| Ranieri | 48 | 38 | 43 | 34 | 29 | 39 | 231 |
| Regan | 59 | 51 | 77 | 44 | 58 | 54 | 343 |
| Weinberg | 46 | 36 | 54 | 44 | 61 | 48 | 289 |
| Write-in | 0 | 0 | 1 | 0 | 1 | 0 | 2 |
| Total | 282 | 204 | 304 | 210 | 244 | 250 | 1,494 |
| **INDEPENDENT VOTERS:** | | | | | | | |
| **CONGRESS — (1)** | | | | | | | |
| Blanks | 1 | | | | | | 1 |
| Write-in | | | 1 | | | 2 | 3 |
| Total | 1 | | 1 | | | 2 | 4 |
| **COUNCILLOR — (1)** | | | | | | | |
| Blanks | 1 | | 1 | | | 1 | 3 |
| Write-in | | | | | | 1 | 1 |
| Total | 1 | | 1 | | | 2 | 4 |

| | | | | |
|---|---|---|---|---|
| **SENATOR — (1)** | | | | |
| Blanks | 1 | | 1 | 2 |
| Write-in | | 1 | 1 | 2 |
| Total | 1 | 1 | 2 | 4 |
| **REPRESENTATIVE — (1)** | | | | |
| Blanks | 1 | 1 | 1 | 3 |
| Write-in | | | 1 | 1 |
| Total | 1 | 1 | 2 | 4 |
| **SHERIFF — (1)** | | | | |
| Blanks | 1 | 1 | 1 | 3 |
| Write-in | | | 1 | 1 |
| Total | 1 | 1 | 2 | 4 |
| **COUNTY COMM. — (2)** | | | | |
| Blanks | 2 | 2 | 2 | 6 |
| Write-in | | | 2 | 2 |
| Total | 2 | 2 | 4 | 8 |

Attest:

Jane L. Chew, CMC
Town Clerk

**COMMONWEALTH OF MASSACHUSETTS**
**Michael J. Connolly, Secretary**

Middlesex, ss.

To either of the Constables of the Town of Burlington

GREETINGS:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Elections to vote at:

PRECINCTS 1, 2, 3, 4, 5, 6
Burlington High School Gym

on TUESDAY, THE THIRD DAY OF NOVEMBER, 1992 from 6:00 a.m. to 8:00 p.m. for the following purpose:
To cast their votes in the State Election for the candidates for the following offices:

| | |
|---|---|
| Electors of the President and Vice President | For the Commonwealth |
| Representative in Congress | 6th Congressional District |
| Councillor | 6th Councillor District |
| Senator in General Court | 4th Senatorial District |
| Representative in General Court | 23rd Representative District |
| County Sheriff | Middlesex County |
| County Commissioner | Middlesex County |
| County Charter Commission | Bristol, Nantucket & Norfolk Counties only |
| Martha's Vineyard Commission | Dukes County except Gosnold |

**LOCAL OFFICES**

Assembly Delegate — Barnstable County only
Blue Hills Regional Vocational School District
Southeastern Regional School District
Bristol Plymouth Regional School District
Pathfinder Regional Vocational Technical School District
Central Berkshire Regional School District
Mount Greylock Regional School District
Pioneer Valley Regional School District

**QUESTIONS**

#1 — Tax on Cigarettes and Smokeless Tobacco
#2 — Public Reporting of Corporate Tax Information
#3 — Requiring Reduced, Reusable or Recyclable Packaging
#4 — Tax on Oils and Hazardous Materials

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting.

**LOCAL AND PUBLIC POLICY QUESTIONS**

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 26th day of October, 1992.

Richard C Wilde
Charles T. Ferguson
George L. Judge Jr.
Joseph A. Impemba
Robert P. Marrano
Selectmen of Burlington

Posted

Anthony J. Saia, Constable — Oct. 27, 1992

**PRESIDENTIAL ELECTION**
**November, 3, 1992**
**Burlington High School**

The polls for the Presidential Election were opened at 6:00 A.M. All workers were sworn in by the Wardens. The machines and ballot boxes were all checked. Memory Packs were sealed and the counters all read zero. The polls closed at 8:00 P.M.

| | Votes Cast | Registered Voters |
|---|---|---|
| Precinct 1 - Warden, Mary Louise Rutherford | 2,202 | 2,517 |
| Precinct 2 - Warden, Betty L. Yetman | 2,444 | 2,858 |
| Precinct 3 - Warden, Donald L. Sleeper, Jr. | 2,309 | 2,691 |
| Precinct 4 - Warden, Patricia Stanford | 1,840 | 2,096 |
| Precinct 5 - Warden, Virginia M. Igo | 1,920 | 2,178 |
| Precinct 6 - Warden, Elmer V. Larson, Jr. | 2,076 | 2,409 |
| | 12,791 | 14,749 |

The above figures include 758 Absentee Ballots cast by Precinct as follows: 1 = 135, 2 = 131, 3 = 154, 4 = 116, 5 = 104, 6 = 118

| **PRECINCT** | **1** | **2** | **3** | **4** | **5** | **6** | **Grand Total** |
|---|---|---|---|---|---|---|---|
| **Total Votes Cast** | | | | | | | |
| **OFFICES/CANDIDATES** | 2,202 | 2,444 | 2,309 | 1,840 | 1,920 | 2,076 | 12,791 |
| **PRESIDENT/VICE PRESIDENT** | | | | | | | |
| Blanks | 14 | 23 | 22 | 15 | 9 | 11 | 94 |
| Bush/Quayle | 754 | 739 | 805 | 565 | 641 | 688 | 4,192 |
| Clinton/Gore | 834 | 1,006 | 936 | 762 | 780 | 827 | 5,145 |
| Fulani/Munoz | 2 | 1 | 0 | 2 | 0 | 0 | 5 |
| Hagelin/Tompkins | 0 | 0 | 2 | 1 | 2 | 2 | 7 |
| LaRouche/Bevel | 0 | 1 | 1 | 1 | 1 | 0 | 4 |
| Marrou/Lord | 7 | 14 | 12 | 2 | 6 | 2 | 43 |
| Perot/Stockdale | 586 | 656 | 527 | 489 | 477 | 543 | 3,278 |
| Phillips/Knight | 2 | 1 | 0 | 2 | 4 | 0 | 9 |
| Write-in | 3 | 3 | 4 | 1 | 0 | 3 | 14 |
| Total | 2,202 | 2,444 | 2,309 | 1,840 | 1,920 | 2,076 | 12,791 |
| **CONGRESS - (1)** | | | | | | | |
| Blanks | 144 | 160 | 138 | 110 | 107 | 124 | 783 |
| Mavroules | 652 | 786 | 718 | 579 | 586 | 696 | 4,017 |
| Torkildsen | 1,396 | 1,492 | 1,441 | 1,146 | 1,213 | 1,248 | 7,936 |
| Write-in | 10 | 6 | 12 | 5 | 14 | 8 | 55 |
| Total | 2,202 | 2,444 | 2,309 | 1,840 | 1,920 | 2,076 | 12,791 |
| **COUNCILLOR - (1)** | | | | | | | |
| Blanks | 352 | 406 | 353 | 285 | 282 | 297 | 1,975 |
| Aiello | 806 | 756 | 827 | 594 | 663 | 701 | 4,347 |
| Gay | 779 | 983 | 920 | 742 | 739 | 815 | 4,978 |
| Pini | 262 | 294 | 207 | 217 | 234 | 260 | 1,474 |
| Write-in | 3 | 5 | 2 | 2 | 2 | 3 | 17 |
| Total | 2,202 | 2,444 | 2,309 | 1,840 | 1,920 | 2,076 | 12,791 |
| **STATE SENATOR - (1)** | | | | | | | |
| Blanks | 266 | 327 | 282 | 206 | 210 | 240 | 1,531 |
| Havern | 1,100 | 1,273 | 1,161 | 976 | 1,015 | 1,102 | 6,627 |
| Howard | 834 | 840 | 865 | 654 | 692 | 734 | 4,619 |
| Write-in | 2 | 4 | 1 | 4 | 3 | 0 | 14 |
| Total | 2,202 | 2,444 | 2,309 | 1,840 | 1,920 | 2,076 | 12,791 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| **STATE REPRESENTATIVE - (1)** | | | | | | | |
| Blanks | 106 | 170 | 128 | 102 | 77 | 87 | 670 |
| Brenton | 1,228 | 1,206 | 1,162 | 980 | 978 | 1,116 | 6,670 |
| Ferguson | 864 | 1,063 | 1,015 | 754 | 864 | 866 | 5,426 |
| Write-in | 4 | 5 | 4 | 4 | 1 | 7 | 25 |
| Total | 2,202 | 2,444 | 2,309 | 1,840 | 1,920 | 2,076 | 12,791 |
| **SHERIFF - (1)** | | | | | | | |
| Blanks | 261 | 282 | 267 | 211 | 179 | 218 | 1,418 |
| McGonigle | 1,138 | 1,309 | 1,174 | 1,042 | 1,083 | 1,151 | 6,897 |
| Dever | 799 | 848 | 864 | 586 | 657 | 706 | 4,460 |
| Write-in | 4 | 5 | 4 | 1 | 1 | 1 | 16 |
| Total | 2,202 | 2,444 | 2,309 | 1,840 | 1,920 | 2,076 | 12,791 |
| **COUNTY COMMISSIONER - (2)** | | | | | | | |
| Blanks | 1,355 | 1,494 | 1,361 | 1,056 | 1,112 | 1,241 | 7,619 |
| Kennedy | 855 | 1,045 | 924 | 773 | 820 | 874 | 5,291 |
| Larkin | 893 | 1,038 | 979 | 856 | 881 | 907 | 5,554 |
| Regan | 621 | 621 | 652 | 481 | 480 | 542 | 3,397 |
| Weinberg | 436 | 448 | 482 | 332 | 366 | 358 | 2,422 |
| Mahoney | 234 | 237 | 219 | 175 | 179 | 228 | 1,272 |
| Write-in | 10 | 5 | 1 | 7 | 2 | 2 | 27 |
| Total | 4,404 | 4,888 | 4,618 | 3,680 | 3,840 | 4,152 | 25,582 |
| **QUESTION 1** | | | | | | | |
| Blanks | 49 | 56 | 76 | 51 | 45 | 63 | 340 |
| Yes | 1,244 | 1,388 | 1,180 | 1,021 | 969 | 1,103 | 6,905 |
| No | 909 | 1,000 | 1,053 | 768 | 906 | 910 | 5,546 |
| Total | 2,202 | 2,444 | 2,309 | 1,840 | 1,920 | 2,076 | 12,791 |
| **QUESTION 2** | | | | | | | |
| Blanks | 174 | 173 | 220 | 139 | 123 | 176 | 1,005 |
| Yes | 1,107 | 1,263 | 1,059 | 932 | 943 | 1,003 | 6,307 |
| No | 921 | 1,008 | 1,030 | 769 | 854 | 897 | 5,479 |
| Total | 2,202 | 2,444 | 2,309 | 1,840 | 1,920 | 2,076 | 12,791 |
| **QUESTION 3** | | | | | | | |
| Blanks | 61 | 67 | 85 | 60 | 56 | 72 | 401 |
| Yes | 851 | 953 | 741 | 741 | 672 | 765 | 4,723 |
| No | 1,290 | 1,424 | 1,483 | 1,039 | 1,192 | 1,239 | 7,667 |
| Total | 2,202 | 2,444 | 2,309 | 1,840 | 1,920 | 2,076 | 12,791 |
| **QUESTION 4** | | | | | | | |
| Blanks | 124 | 123 | 154 | 102 | 109 | 134 | 746 |
| Yes | 839 | 953 | 784 | 686 | 679 | 718 | 4,659 |
| No | 1,239 | 1,368 | 1,371 | 1,052 | 1,132 | 1,224 | 7,386 |
| Total | 2,202 | 2,444 | 2,309 | 1,840 | 1,920 | 2,076 | 12,791 |

Attest:

Jane L. Chew, CMC
Town Clerk

# TOWN ACCOUNTANT

SUBJECT: Financial Statements Fiscal 1992

Enclosed are the audited financial statements of the Town of Burlington for the year ending June 30, 1992.

These statements have been prepared by this office and our independent auditor Arthur Andersen & Company.

Patrick J. Mullin
Town Accountant

ARTHUR ANDERSEN & CO.

## REPORT OF INDEPENDENT PUBLIC ACCOUNTANTS

To the Honorable Board of Selectmen,
Town of Burlington, Massachusetts:

We have audited the accompanying general purpose and combining financial statements of the various funds and account group of the Town of Burlington, Massachusetts (the Town) as of June 30, 1992 and for the year then ended, as listed in the foregoing index. These financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Consistent with the practice of most municipalities in the Commonwealth of Massachusetts, the Town has neither capitalized the cost of general fixed assets in a General Fixed Asset Account Group (see Note 1(f)) nor has it reported in the General Long-term Obligations Account Group its unfunded pension liability, as determined by an acceptable actuarial cost method (see Note 3), as required by generally accepted accounting principles. The amounts which should be recorded in the General Fixed Asset Account Group and the General Long-term Obligations Account Group are not readily determinable.

In our opinion, except for the effects on the general purpose financial statements of: (1) not capitalizing general fixed assets in a General Fixed Asset Account Group and (2) not reporting the unfunded pension liability, as determined by an acceptable actuarial cost method, in the General Long-term Obligations Account Group, the financial statements referred to above present fairly, in all material respects, the financial position of the Town of Burlington, Massachusetts as of June 30, 1992, and the revenues, transfers, expenditures and changes in fund balances and the results of its operations and its cash flows of the Enterprise Fund and Nonexpendable Trust Funds for the year then ended, in conformity with generally accepted accounting principles.

Arthur Andersen & Co.

Boston, Massachusetts,
September 18, 1992

TOWN OF BURLINGTON, MASSACHUSETTS

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP

JUNE 30, 1992

| | GOVERNMENTAL FUND TYPES | | | PROPRIETARY FUND TYPE | FIDUCIARY FUND TYPES | ACCOUNT GROUP | Combined Total (Memorandum Only) |
|---|---|---|---|---|---|---|---|
| | General Fund | Special Revenue Funds | Capital Projects Funds | Enterprise Fund | Trust and Agency Funds | General Long-term Obligations | |
| ASSETS: | | | | | | | |
| Cash, including interest-bearing accounts of $547,761 (Note 2) | $ 602,923 | $122,921 | $ - | $ 67,839 | $ 351 | $ - | $ 794,034 |
| Temporary investments (Notes 1 and 2) | 6,080,765 | - | - | - | 515,446 | - | 6,596,211 |
| Investments in marketable securities | - | - | - | - | 148,666 | - | 148,666 |
| Property taxes receivable- | | | | | | | |
| Current year's levy | 1,286,459 | - | - | - | - | - | 1,286,459 |
| Prior years' levies | 1,280,147 | - | - | - | - | - | 1,280,147 |
| | $ 2,566,606 | $ - | $ - | $ - | $ - | $ - | $ 2,566,606 |
| Other receivables and tax titles- | | | | | | | |
| Motor vehicle excise | $ 355,786 | $ - | $ - | $ - | $ - | $ - | $ 355,786 |
| Water and sewer | 825,411 | - | - | - | - | - | 825,411 |
| Tax titles, possessions and other liens | 683,425 | - | - | - | - | - | 683,425 |
| Federal and state grants | 847,532 | 18,630 | - | - | - | - | 866,162 |
| Departmental, interest and other | 126,954 | 50,000 | 73,031 | - | - | - | 249,985 |
| | $ 2,839,108 | $ 68,630 | $ 73,031 | $ - | $ - | $ - | $ 2,980,769 |
| Due from (to) other funds | $(1,731,328) | $303,991 | $707,543 | $ 38,304 | $ 681,490 | $ - | $ - |
| Property, plant and equipment, net of accumulated depreciation of $72,812 | - | - | - | 1,477,188 | - | - | 1,477,188 |
| Amount to be provided for the payment of sick leave benefits | - | - | - | - | - | 1,081,172 | 1,081,172 |
| Amount to be provided for the retirement of debt from tax levy | - | - | - | - | - | 12,755,000 | 12,755,000 |
| Amount to be provided for payment of environmental settlement (Note 6) | - | - | - | - | - | 1,189,000 | 1,189,000 |
| Total assets | $10,358,074 | $495,542 | $780,574 | $1,583,331 | $1,345,953 | $15,025,172 | $29,588,646 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP

JUNE 30, 1992

(Continued)

| | GOVERNMENTAL FUND TYPES | | | PROPRIETARY FUND TYPE | FIDUCIARY FUND TYPES | ACCOUNT GROUP | |
|---|---|---|---|---|---|---|---|
| | General Fund | Special Revenue Funds | Capital Projects Funds | Enterprise Fund | Trust and Agency Funds | General Long-term Obligations | Combined Total (Memorandum Only) |
| LIABILITIES AND RESERVES: | | | | | | | |
| Warrants payable | $ 764,981 | $ - | $ - | $ - | $ - | $ - | $ 764,981 |
| Accrued payroll, payroll withholdings and other liabilities | 1,473,377 | - | 171,160 | - | - | - | 1,644,537 |
| Accrued vacation and sick leave benefits (Note 1) | 587,823 | - | - | - | - | 1,081,172 | 1,668,995 |
| Reserve for abatements | 552,113 | - | - | - | - | - | 552,113 |
| Deferred revenue | 4,333,477 | - | - | - | - | - | 4,333,477 |
| Bonds and notes payable (Note 4) | - | - | - | 1,550,000 | - | 12,755,000 | 14,305,000 |
| Environmental settlement payable (Note 6) | - | - | - | - | - | 1,189,000 | 1,189,000 |
| Total liabilities and reserves | $ 7,711,771 | $ - | $171,160 | $1,550,000 | $ - | $15,025,172 | $24,458,103 |
| COMMITMENTS AND CONTINGENCIES (Note 6) | | | | | | | |
| FUND/EQUITY BALANCES: | | | | | | | |
| Unreserved (Note 5) | $ 2,238,524 | $ - | $ - | $ - | $ - | $ - | $ 2,238,524 |
| Reserved | - | 495,542 | - | - | 1,345,953 | - | 1,841,495 |
| Continued appropriations (Note 5) | 407,779 | - | 609,414 | - | - | - | 1,017,193 |
| Municipal contributed capital | - | - | - | 152,580 | - | - | 152,580 |
| Retained deficit | - | - | - | (119,249) | - | - | (119,249) |
| Total fund/equity balances | $ 2,646,303 | $495,542 | $609,414 | $ 33,331 | $1,345,953 | $ - | $ 5,130,543 |
| | $10,358,074 | $495,542 | $780,574 | $1,583,331 | $1,345,953 | $15,025,172 | $29,588,646 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

COMBINED STATEMENT OF REVENUES, TRANSFERS, EXPENDITURES AND CHANGES IN FUND BALANCES -

ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS

FOR THE YEAR ENDED JUNE 30, 1992

| | GOVERNMENTAL FUND TYPES | | | | |
|---|---|---|---|---|---|
| | General Fund | Special Revenue Funds | Capital Projects Funds | Expendable Trust and Agency Funds | Combined Total (Memorandum Only) |
| REVENUES: | | | | | |
| Property taxes | $34,438,178 | $ - | $ - | $ - | $34,438,178 |
| Motor vehicle excise taxes | 1,747,041 | - | - | - | 1,747,041 |
| Water and sewer | 4,041,606 | - | - | - | 4,041,606 |
| Intergovernmental | 4,514,140 | 779,300 | 87,927 | 3,904,092 | 9,285,459 |
| Interest and dividends | 361,563 | 1,669 | - | 18,691 | 381,923 |
| Departmental and other | 2,211,074 | 1,228,814 | - | 1,080,788 | 4,520,676 |
| | $47,313,602 | $2,009,783 | $ 87,927 | $5,003,571 | $54,414,883 |
| TRANSFERS (TO) FROM OTHER FUNDS | $ 557,644 | $ (379,806) | $ (61,812) | $ (100,776) | $ 15,250 |
| EXPENDITURES: | | | | | |
| Education | $19,124,616 | $1,213,408 | $ - | $3,886,878 | $24,224,902 |
| Public safety | 6,742,870 | 24,034 | - | 422,695 | 7,189,599 |
| Health and human services | 718,444 | - | - | - | 718,444 |
| Public works | 5,824,576 | 18,393 | - | - | 5,842,969 |
| Recreation | 1,465,639 | 154,728 | - | 5,283 | 1,625,650 |
| Debt service | 1,930,800 | - | - | - | 1,930,800 |
| Pension costs (Note 3) | 1,959,760 | - | - | - | 1,959,760 |
| General government | 7,649,335 | - | - | - | 7,649,335 |
| State and county assessments | 730,805 | - | - | - | 730,805 |
| Other | - | 193,552 | - | 464,360 | 657,912 |
| Capital outlay | - | - | 3,253,319 | - | 3,253,319 |
| | $46,146,845 | $1,604,115 | $ 3,253,319 | $4,779,216 | $55,783,495 |
| Excess (deficiency) of revenues and transfers over expenditures | $ 1,724,401 | $ 25,862 | $(3,227,204) | $ 123,579 | $(1,353,362) |
| OTHER FINANCIAL SOURCES: | | | | | |
| Bond proceeds | $ - | $ - | $ 2,725,000 | $ - | $ 2,725,000 |
| FUND BALANCES, beginning of year | $ 921,902 | $ 469,680 | $ 1,111,618 | $ 898,781 | $ 3,401,981 |
| FUND BALANCES, end of year | $ 2,646,303 | $ 495,542 | $ 609,414 | $1,022,360 | $ 4,773,619 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

STATEMENT OF REVENUES, TRANSFERS AND EXPENDITURES -

BUDGET AND ACTUAL - GENERAL FUND - BUDGETARY BASIS

FOR THE YEAR ENDED JUNE 30, 1992

(Note 1(g))

| | General Fund | |
|---|---|---|
| | Budget | Actual* |
| REVENUES: | | |
| Property taxes | $33,110,974 | $34,390,010 |
| Motor vehicle excise taxes | 1,600,000 | 1,483,350 |
| Water and sewer | 3,600,000 | 3,700,895 |
| Intergovernmental | 4,046,051 | 4,514,140 |
| Interest and dividends | 420,000 | 361,563 |
| Departmental and other | 2,240,000 | 2,305,970 |
| | $45,017,025 | $46,755,928 |
| OTHER SOURCE OF FUNDS: | | |
| Transfers from other funds | $ 815,650 | $ 557,644 |
| Surplus revenue (free cash) | 245,925 | 245,925 |
| | $ 1,061,575 | $ 803,569 |
| EXPENDITURES: | | |
| Education | $19,046,947 | $18,932,732 |
| Public safety | 6,900,121 | 6,889,824 |
| Health and human services | 696,527 | 718,444 |
| Public works | 6,182,401 | 5,871,789 |
| Recreation | 1,458,703 | 1,465,639 |
| Debt service | 1,980,810 | 1,930,800 |
| Pension costs (Note 3) | 1,959,760 | 1,959,760 |
| General government | 7,122,286 | 7,644,087 |
| State and county assessments | 731,045 | 730,805 |
| | $46,078,600 | $46,143,880 |
| Excess of revenues and other sources of funds over expenditures | $ - | $ 1,415,617 |

*Actual amounts also include amounts expended from June 30, 1991 continued appropriations.

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

COMBINING STATEMENT OF CHANGES IN FUND BALANCES -

SPECIAL REVENUE FUNDS, CAPITAL PROJECTS FUNDS, EXPENDABLE AND NONEXPENDABLE TRUST FUNDS

FOR THE YEAR ENDED JUNE 30, 1992

| | Balance, July 1, 1991 | Revenues and Receipts | Receipts from Borrowings | Interest and Dividends | Disbursements | Interfund Transfers (to) from | Balance, June 30, 1992 |
|---|---|---|---|---|---|---|---|
| SPECIAL REVENUE FUNDS: | | | | | | | |
| School lunch | $ 14,324 | $ 602,093 | $ - | $ - | $ 612,080 | $ 270 | $ 4,607 |
| School programs | 50,341 | 208,013 | - | - | 195,442 | 750 | 63,662 |
| Other school aid | 103,627 | 410,317 | - | - | 405,886 | (39,140) | 68,918 |
| Chapter 90 highway improvements | - | 144,191 | - | - | - | (144,191) | - |
| Recreation | 36,880 | 160,645 | - | 1,669 | 154,728 | - | 44,466 |
| Sale of graves | 203,313 | 26,200 | - | - | - | (25,000) | 204,513 |
| Insurance reimbursements | - | 194,981 | - | - | 10,950 | (184,031) | - |
| Other | 61,195 | 261,674 | - | - | 225,029 | 11,536 | 109,376 |
| | $ 469,680 | $2,008,114 | $ - | $ 1,669 | $1,604,115 | $(379,806) | $ 495,542 |
| CAPITAL PROJECTS FUNDS: | | | | | | | |
| Center Street School construction | $ 557,295 | $ - | $ - | $ - | $ 557,295 | $ - | $ - |
| Fire station expansion | 2,595 | - | - | - | - | - | 2,595 |
| Water treatment plant | 551,728 | - | - | - | 306,521 | - | 245,207 |
| Sludge lagoon | - | 87,927 | - | - | 50,935 | (36,992) | - |
| Police station | - | - | 2,725,000 | - | 2,338,568 | (24,820) | 361,612 |
| | $1,111,618 | $ 87,927 | $2,725,000 | $ - | $3,253,319 | $ (61,812) | $ 609,414 |
| EXPENDABLE TRUST AND AGENCY FUNDS: | | | | | | | |
| Stabilization | $ 68,544 | $ - | $ - | $ 3,364 | $ - | $ - | $ 71,908 |
| Supplemental retirement | 150,543 | - | - | 8,602 | - | - | 159,145 |
| Health insurance | - | 633,080 | - | 5,366 | 464,360 | (100,776) | 73,310 |
| Arts and lottery fund | 5,740 | 8,567 | - | 323 | 5,283 | - | 9,347 |
| Citizens scholarship | 19,477 | 10,236 | - | 1,036 | 3,589 | - | 27,160 |
| School LABB | 636,069 | 3,895,525 | - | - | 3,883,289 | - | 648,305 |
| Police details | 18,408 | 437,472 | - | - | 422,695 | - | 33,185 |
| | $ 898,781 | $4,984,880 | $ - | $18,691 | $4,779,216 | $(100,776) | $1,022,360 |
| NONEXPENDABLE TRUST FUNDS: | | | | | | | |
| Cemetery | $ 308,667 | $ 9,520 | $ - | $13,772 | $ - | $ (15,108) | $ 316,851 |
| Library | 4,032 | - | - | 179 | - | (142) | 4,069 |
| Conservation | 2,559 | - | - | 114 | - | - | 2,673 |
| | $ 315,258 | $ 9,520 | $ - | $14,065 | $ - | $ (15,250) | $ 323,593 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

STATEMENT OF REVENUES, EXPENSES, TRANSFERS AND

CHANGES IN FUND/EQUITY BALANCES - ENTERPRISE FUND

AND NONEXPENDABLE TRUST FUNDS

FOR THE YEAR ENDED JUNE 30, 1992

| | PROPRIETARY FUND TYPE | FIDUCIARY FUND TYPES |
|---|---|---|
| | Enterprise Fund | Nonexpendable Trust Funds |
| OPERATING REVENUES: | | |
| Skating revenues | $ 487,826 | $ - |
| Other revenues | 93,760 | 9,520 |
| Total operating revenues | $ 581,586 | $ 9,520 |
| OPERATING EXPENSES: | | |
| Depreciation | $ 37,877 | $ - |
| Insurance | 58,150 | - |
| Repairs and maintenance | 34,535 | - |
| Salaries | 161,097 | - |
| Utilities | 105,262 | - |
| Other expenses | 123,437 | - |
| Total operating expenses | $ 520,358 | $ - |
| OPERATING INCOME | $ 61,228 | $ 9,520 |
| NONOPERATING INCOME (EXPENSE): | | |
| Interest and investment income | $ - | $ 14,065 |
| Interest expense | (108,000) | - |
| Total nonoperating income (expense) | $(108,000) | $ 14,065 |
| INCOME (LOSS) BEFORE TRANSFERS | $ (46,772) | $ 23,585 |
| TRANSFERS TO OTHER FUNDS | - | (15,250) |
| NET INCOME (LOSS) | $ (46,772) | $ 8,335 |
| FUND/EQUITY BALANCES, beginning of period | (72,477) | 315,258 |
| MUNICIPAL CONTRIBUTED CAPITAL FOR PURCHASE OF EQUIPMENT | 152,580 | - |
| FUND/EQUITY BALANCES, end of period | $ 33,331 | $323,593 |

The accompanying notes are an integral part of these financial statements.

TOWN OF BURLINGTON, MASSACHUSETTS

STATEMENT OF CASH FLOWS - ENTERPRISE FUND

AND NONEXPENDABLE TRUST FUNDS

FOR THE YEAR ENDED JUNE 30, 1992

| | PROPRIETARY FUND TYPE | FIDUCIARY FUND TYPES |
|---|---|---|
| | Enterprise Fund | Nonexpendable Trust Funds |
| CASH FLOWS FROM OPERATING ACTIVITIES: | | |
| Operating income | $ 61,228 | $ 9,520 |
| Adjustments to reconcile operating income to net cash provided by (used in) operating activities- | | |
| Depreciation | 37,877 | - |
| Transfers to other funds | - | (15,250) |
| Decrease in due from other funds | 79,186 | - |
| Decrease in accounts payable to management company | (2,452) | - |
| Net cash provided by (used in) operating activities | $ 175,839 | $ (5,730) |
| CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES: | | |
| Bond proceeds | $ 1,550,000 | $ - |
| Repayment of Bond Anticipation Notes | (1,550,000) | - |
| Interest paid on bonds | (108,000) | - |
| Capital equipment for ice rink | (152,580) | - |
| Municipal contributed capital for purchase of equipment | 152,580 | - |
| Net cash used in capital and related financing activities | $ (108,000) | $ - |
| CASH FLOWS FROM INVESTING ACTIVITIES: | | |
| Purchase of investment securities | $ - | $(148,666) |
| Interest income on investments | - | 14,065 |
| Net cash provided by investing activities | $ - | $(134,601) |
| NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS | $ 67,839 | $(140,331) |
| CASH AND CASH EQUIVALENTS, beginning of year | - | 315,258 |
| CASH AND CASH EQUIVALENTS, end of year | $ 67,839 | $ 174,927 |

The accompanying notes are an integral part of these financial statements.

## (1) Summary of Significant Accounting Policies

Accounting policies and financial reporting practices for municipalities in Massachusetts are prescribed by the Uniform Municipal Accounting System (UMAS) promulgated by the Commonwealth of Massachusetts Department of Revenue. The significant accounting policies followed by the Town of Burlington, Massachusetts (the Town) are as follows:

### (a) Basis of Presentation

The accompanying financial statements include the financial transactions of the Town. The statements exclude transactions involving the Burlington Housing Authority, the Middlesex County Retirement System and the Simonds Park Trust, which are activities independent of the Town.

### (b) Fund Accounting

Financial transactions of the Town are recorded in the following funds or account group:

1. The General Fund reflects the financial transactions related to general governmental activities that are not otherwise accounted for in another fund. The water and sewer department activities are recorded as part of the General Fund because the Town's policy is to fund the operations of the water and sewer department through a combination of user charges and property tax levies. Water and sewer rates are approved by the Board of Selectmen.

   Included within the General Fund is the unreserved fund balance (surplus revenue), which is the amount by which unrestricted cash, accounts receivable and other assets exceed liabilities and reserves.

2. Special Revenue Funds account for the proceeds of specific revenue sources (other than special assessments, expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes. These sources include gifts and grants from outside sources, which must be expended in accordance

(1) Summary of Significant Accounting Policies (Continued)

(b) Fund Accounting (Continued)

with the provisions of the grants and funds related to specific activities of the Town and which are available to fund future operations as prescribed by the Town.

3. The Capital Projects Funds account for the financial resources used in the acquisition of or improvements to capital facilities. Capital facility expenditures are distinguished as capital project expenditures if at least two of the following conditions are met:

   - Financing is provided in whole or in part by the issuance of bonds.

   - Expenditures are made during more than one fiscal year.

   - Expenditures are "project-oriented" and, thus, are not a part of the ongoing operations of the Town.

   Other capital facility expenditures are reflected as expenditures in the General Fund.

4. The Enterprise Fund reflects the revenues and expenditures pertaining to the operations and maintenance of the Town's public ice skating rink.

5. The Trust and Agency Funds account for money and securities received and held by the Town as trustee or custodian for individuals, private organizations and other governmental agencies. Trust and Agency Funds also include, under the custody of the Town Treasurer, monies appropriated by the Town to fund supplemental contributions to the Middlesex County Retirement System.

(1) Summary of Significant Accounting Policies (Continued)

(b) Fund Accounting (Continued)

Trust and Agency Funds are classified as expendable or nonexpendable, depending on whether the principal portion of the fund balance may be expended for the specified purpose or whether only investment income may be used.

6. The General Long-term Obligations Account Group reflects the liabilities for accumulated sick leave benefits (see Note 1 (d)) and long-term debt (see Note 4). The balance payable is offset by resources to be provided through taxation in future years.

(c) Accounting for Revenues

Real estate and personal property taxes and other governmental receipts such as excise taxes, departmental fees and federal and state grants are recognized on a modified accrual basis, whereby receipts during the July 1 to August 31 period allocable to the preceding fiscal year are reflected as revenue for that year. Revenues from federal and state grants and interest on investments are recorded on the accrual basis.

Revenues from the Enterprise Fund activities are recorded on the accrual basis.

(d) Accounting for Expenditures

General Fund expenditures are recorded on the modified accrual basis. Disbursements for material and supply inventories are considered expenditures rather than assets at the time of purchase. Except for prepaid retirement plan contributions, prepayments are recorded as expenditures when paid. Interest cost is recognized when due and is not accrued over time. The repayment of governmental fund debt is recorded as an expenditure of the General Fund when paid.

(1) Summary of Significant Accounting Policies (Continued)

(d) Accounting for Expenditures (Continued)

Expenditures from Enterprise Fund activities are recorded on the accrual basis.

Employees earn vacation and, in certain cases, sick leave pursuant to collective bargaining agreements as they provide services to the Town. Accrued vacation benefits can exceed 12 months of an individual's entitlement and are fully vested and payable upon retirement or termination. Accumulated sick pay benefits are vested in that they are payable upon retirement, but are forfeited if the employee terminates employment prior to normal retirement age. The obligation for earned vacation not yet taken is accounted for as a liability in the General Fund. Estimated sick pay benefits at June 30, 1992 (calculated assuming no forfeitures for early retirements or terminations) are presented as a liability in the General Long-term Obligations Account Group.

(e) Temporary Investments

Temporary investments consist of an investments in money market accounts and are stated at cost, which approximates market value.

(f) Accounting for Fixed Assets

With the exception of the Enterprise Fund, the Town does not record general fixed assets in an asset account in the Town's general ledger at the time of acquisition. Fixed asset acquisitions are recorded as expenditures at the time purchases are made. Fixed asset purchases for the Town's ice rink are capitalized and accounted for in the Enterprise Fund.

On March 1, 1991, the Town purchased an ice skating rink, which was recorded at cost ($1,250,000) and is being depreciated on a straight-line basis over an estimated 20-year useful life. Additionally, the Town made necessary capital improvements of $152,580 in 1992.

(1) Summary of Significant Accounting Policies (Continued)

(g) Budgetary - GAAP Reporting Reconciliation

Accounting principles applied for purposes of developing data on a budgetary basis differ from those used to present financial statements in conformity with generally accepted accounting principles (GAAP). A reconciliation of budgetary-basis to GAAP-basis follows:

| | |
|---|---|
| Excess of revenues and transfers over expenditures - budgetary basis | $1,415,617 |
| Effect of use of modified accrual method for recognizing revenue | 557,674 |
| Timing differences in recognizing expenditures | (2,965) |
| Surplus revenue (free cash) | (245,925) |
| Excess of revenues and transfers over expenditures - GAAP basis | $1,724,401 |

Massachusetts law does not require preparation of a budget for capital projects or for grants accounted for in the Special Revenue Funds. Since capital projects and grants are not budgeted, budgetary comparisons with actual results of operations are not presented in the accompanying financial statements.

(h) Presentation of Combined Totals

Total columns on combined statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations in conformity with generally accepted accounting principles. Nor are such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of these data.

(1) Summary of Significant Accounting Policies (Continued)

(i) Statement of Cash Flows

For the purpose of the accompanying statement of cash flows, the Enterprise Fund and Nonexpendable Trust Funds consider all highly liquid investments (including restricted assets) with a maturity of three months or less to be cash equivalents.

(2) Deposits with Financial Institutions and Investments

The Town's assets include cash and investments that are available for use by all funds. In addition, operating cash and investments are separately held by various funds of the Town. Each fund type's portion of cash and investments is presented on the combined balance sheet under "Governmental Fund Types" as cash and investments.

Deposits

At year-end, the carrying amount of the Town's deposits of $794,034 differed from bank balances totaling $1,558,712 because of outstanding checks and other normal reconciling items. Of the total bank balances, $939,746 was not covered by federal depository insurance.

Investments

State statutes authorize the Town to invest public funds in term deposits or certificates of deposit of trust companies, national banks, savings banks or banking companies, or in obligations issued or unconditionally guaranteed by the United States Government or an agency thereof and having a maturity of less than one year. The statutes also authorize the Town to invest in repurchase agreements and in participation units in a combined investment fund.

Funds that are the result of a grant, gift or trust must be invested in accordance with the terms of such grant, gift or trust. Trust funds can be placed in interest-bearing accounts at national banks or at savings, trust or FDIC banking companies that

(2) Deposits with Financial Institutions and Investments (Continued)

are incorporated under the laws of the Commonwealth. Funds can also be invested in participation units in a combined investment fund or in bonds, notes or securities which are legal investments for savings banks.

The Town's investments are categorized below to give an indication of the level of risk assumed by the entity at year-end. Category 1 includes investments that are insured or registered or for which the securities held by the Town or its agent are in the Town's name. Category 2 includes uninsured and unregistered investments for which the securities are held by the broker's or dealer's trust department or agent in the Town's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the broker or dealer, or by its trust department or agent, but not in the Town's name.

| | Carrying Amount | | | | Market |
|---|---|---|---|---|---|
| | 1 | 2 | 3 | Total | Value |
| Investment in government and corporate bonds | $ 148,666 | $ - | $ - | $ 148,666 | $ 148,666 |
| Money market investments | 1,691,895 | 3,898,300 | - | 5,590,195 | 5,590,195 |
| | $1,840,561 | $3,898,300 | $ - | $5,738,861 | $5,738,861 |
| Investments held in state treasurer's investment pool | | | | 1,006,016 | 1,006,016 |
| Total investments | | | | $6,744,877 | $6,744,877 |

(3) Retirement Plans

Teachers, certain administrative personnel and other professional employees of the Town's school department individually participate in a contributory retirement plan administered by the Massachusetts Teachers' Retirement Board. The Town does not contribute to this plan.

Substantially all other Town employees participate in the Middlesex County Retirement System (the System). Effective July 1, 1989, the System adopted several of the provisions of Chapter 697 under Massachusetts General Laws. One of the provisions adopted was the removal of a $30,000 annual pay cap on regular compensation for employees hired after January 1, 1979. Chapter 697 requires the Town to contribute, in addition to its regular appropriation, an amount equal to the increased normal costs plus an amount to amortize the increased liability over 15 years. Employees benefiting from this provision will also have to contribute an additional 2% of their annual salary in excess of $30,000. The Town's annual funding for fiscal 1992 increased 11.7% over fiscal 1991. It is anticipated that the Town's annual funding in fiscal 1993 will increase approximately 10.1% over fiscal 1992. The remaining provisions adopted by the System in fiscal 1992 will be paid on a "pay-as-you-go" basis, of which the incremental effect on annual funding has not yet been determined.

The Town's payroll for employees covered by the System for the year ended June 30, 1992 was approximately $10,741,000, which was 41.4% of the total Town payroll. Contributions are calculated as the amount necessary to provide for the following year's retirement benefits. The active Town employees contribute 5%, 7% or 8% (depending upon date of employment) of their regular compensation, as defined. The Town also contributes the amount necessary for the System's administrative expenses. The Town's actual contributions were approximately $1,960,000 for 1992 and $1,755,000 for 1991 which represented 18.2% and 16.7% of annual covered payroll in 1992 and 1991, respectively.

Massachusetts Contributory Retirement System benefits are uniform from system to system. The system provides for retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. Benefit

(3) Retirement Plans (Continued)

payments are based upon a member's age, length of creditable service, level of compensation and group classification.

Members become vested after 10 years of creditable service. A superannuation retirement allowance may be received upon the completion of 20 years of service or upon reaching the age of 55 with 10 years of service. Normal retirement for most employees occurs at age 65 (for certain hazardous duty and public safety positions, normal retirement is at age 55).

A retirement allowance consists of two parts: an annuity and a pension. A member's accumulated total deductions and a portion of the interest generated constitute the annuity. The differential between the total retirement benefit and the annuity is the pension. The average retirement benefit is currently approximately 80% to 85% pension and 15% to 20% annuity.

The "pension benefit obligation" is a standardized disclosure measure of the present value of pension benefits, adjusted for the effects of projected salary increases and step-rate benefits, estimated to be payable in the future as a result of employee service to date. The measure is intended to help users assess the funding status of the System on a going-concern basis, assess progress made in accumulating sufficient assets to pay benefits when due and make comparisons among public employee retirement systems and employers. The measure is the actuarial present value of credited projected benefits and is independent of the funding method used to determine contributions to the System. The System does not make separate measurements of assets and pension benefit obligations for individual employers.

The pension benefit obligation was computed for the Middlesex County Retirement System as a whole, as part of the most recent actuarial valuation performed as of January 1, 1992. Significant actuarial assumptions used in the valuation include (a) a rate of return on the investment of present and future assets of 8-1/2% per year and (b) a projected salary increase rate of 6% per year. The assumed salary increase of 6% used in the January 1, 1992 actuarial valuation differed from the 5.75% used in the January 1, 1991 actuarial valuation.

(3) Retirement Plans (Continued)

The total unfunded pension benefit obligation for the System, as a whole, was $225,830,000 at January 1, 1992, as follows:

| | |
|---|---|
| Pension benefit obligation- | |
| Retirees and beneficiaries receiving benefits and terminated employees not yet receiving benefits | $199,172,000 |
| Current employees- | |
| Accumulated employee contributions including allocated investment earnings | 122,640,000 |
| Employer-financed, vested | 68,434,000 |
| Employer-financed, nonvested | 71,421,000 |
| Total pension benefit obligation | $461,667,000 |
| Net assets available for benefits, at market value | 235,837,000 |
| Unfunded pension benefit obligation | $225,830,000 |

The contribution made by the Town in 1992 represented 7.2% of total contributions made by all participating entities.

(3) Retirement Plans (Continued)

Historical trend information showing the System's progress in accumulating sufficient assets to pay benefits when due is as follows:

| | Sources of Funds | | | | Uses of Funds | | | |
|---|---|---|---|---|---|---|---|---|
| Calendar Year | Employee Contributions | Employer Contributions | Investment Earnings* | Total | Benefits | Administrative Expenses | Refunds | Total |
| 1982 | $ 5,338,531 | $10,432,346 | $ 6,907,834 | $22,678,711 | $13,093,617 | $371,280 | $1,294,244 | $14,759,141 |
| 1983 | 5,876,529 | 11,894,905 | 7,547,320 | 25,318,754 | 14,641,633 | 454,942 | 1,359,359 | 16,455,934 |
| 1984 | 6,453,041 | 14,022,988 | 8,473,342 | 28,949,371 | 14,917,543 | 424,713 | 1,340,061 | 16,682,317 |
| 1985 | 7,286,165 | 12,940,894 | 11,379,673 | 31,606,732 | 16,453,244 | 414,250 | 1,982,830 | 18,850,324 |
| 1986 | 8,107,198 | 15,050,713 | 12,818,284 | 35,976,195 | 18,482,084 | 448,653 | 2,207,833 | 21,138,570 |
| 1987 | 8,977,520 | 18,668,926 | 6,464,493 | 34,110,939 | 19,177,666 | 560,822 | 2,076,615 | 21,815,103 |
| 1988 | 10,400,416 | 19,564,609 | 15,134,989 | 45,100,014 | 21,277,930 | 551,539 | 2,369,740 | 24,199,209 |
| 1989 | 11,557,826 | 18,607,041 | 20,934,981 | 51,099,848 | 23,039,032 | 541,320 | 2,286,191 | 25,866,543 |
| 1990 | 12,348,592 | 23,527,323 | 2,751,481 | 38,627,396 | 22,723,284 | 597,046 | 3,296,327 | 26,616,657 |
| 1991 | 13,059,160 | 27,273,517 | 35,425,060 | 75,757,737 | 26,980,911 | 640,320 | 2,147,789 | 29,769,020 |

*Investment earnings includes net unrealized appreciation on investments of $20,742,635 in 1991 and net unrealized depreciation on investments of $7,481,961 in 1990.

(3) Retirement Plans (Continued)

| Date of Actuarial Valuation and Data Provided | (1) Net Assets Available for Plan Benefits | (2) Pension Benefit Obligation | (3) Percentage Funded (1)-(2) | (4) Unfunded Pension Benefit Obligation (2)-(1) | (5) Annual Covered Payroll | (6) Unfunded Pension Benefit Obligation as a Percentage of Covered Payroll (4)-(5) |
|---|---|---|---|---|---|---|
| January 1, 1991 | $189,848,540 | $433,523,249 | 43.8% | $243,674,709 | $169,144,813 | 144.1% |
| January 1, 1992 | 235,837,000 | 461,667,000 | 51.1 | 225,830,000 | 174,107,000 | 129.7 |

In addition, the Town has provided supplemental funding under Chapter 559 of the Acts of 1977 and Chapter 661 of the Acts of 1983 to reduce the Town's actuarial past service cost. As of June 30, 1992, the Town had available supplemental funding amounting to $159,145.

Other Postemployment Benefits

In addition to providing pension benefits, the Town provides certain health care and life insurance benefits for retired employees and their spouses. Substantially all Town employees may become eligible for these benefits if they reach normal retirement age while working for the Town. The costs of providing these benefits are shared by the Town and the members receiving the benefits. The Town recognizes its share of these costs by expensing the annual insurance premiums as they are paid. For the year ended June 30, 1992, the Town's share of these costs was approximately $530,000. At June 30, 1992, 564 retired employees were receiving these benefits.

(4) Long-term Debt

The following is a summary of long-term debt transactions for the year ended June 30, 1992:

| | |
|---|---|
| Long-term debt as of July 1, 1991 | $11,250,000 |
| Long-term debt additions | 4,275,000 |
| Long-term debt retired | (1,220,000) |
| Long-term debt as of June 30, 1992 | $14,305,000 |

(4) Long-term Debt (Continued)

As of June 30, 1992, the Town had the following outstanding long-term debt:

| | Date of Issue | Fiscal Year of Maturity | Original Principal Amount | Interest Rate | Amount Outstanding at June 30, 1992 |
|---|---|---|---|---|---|
| INSIDE DEBT LIMIT- | | | | | |
| Land acquisition bonds #1 | 01/15/90 | 2010 | $ 8,200,000 | 6.80% | $ 7,380,000 |
| Land acquisition bonds #2 | 04/15/90 | 2005 | 1,700,000 | 7.17 | 1,470,000 |
| Ice palace | 12/15/91 | 2012 | 1,550,000 | 7.50 | 1,550,000 |
| Police station | 12/15/91 | 2012 | 2,725,000 | 7.50 | 2,725,000 |
| Total inside debt limit | | | $14,175,000 | | $13,125,000 |
| OUTSIDE DEBT LIMIT- | | | | | |
| Wastewater debt- | | | | | |
| Sewerage #1 | 07/15/66 | 1996 | $ 1,740,000 | 4.10% | $ 240,000 |
| Sewerage #2 | 03/15/67 | 1996 | 3,235,000 | 3.80 | 440,000 |
| Sewerage #3 | 02/01/68 | 1997 | 3,000,000 | 4.20 | 500,000 |
| Total outside debt limit | | | $ 7,975,000 | | $ 1,180,000 |
| Total debt | | | $22,150,000 | | $14,305,000 |

(4) Long-term Debt (Continued)

Debt service for future years consists of the following:

| For the Year Ending June 30, | Current Year Debt Service | Cumulative Liability | | |
|---|---|---|---|---|
| | | Total | Principal | Interest |
| 1993 | $1,925,424 | $20,840,204 | $13,320,000 | $7,520,204 |
| 1994 | 1,842,427 | 18,997,777 | 12,335,000 | 6,662,777 |
| 1995 | 1,786,502 | 17,211,275 | 11,345,000 | 5,866,275 |
| 1996 | 1,729,794 | 15,481,481 | 10,350,000 | 5,131,481 |
| 1997 | 1,503,338 | 13,978,143 | 9,525,000 | 4,453,143 |
| 1998 | 1,357,894 | 12,620,249 | 8,795,000 | 3,825,249 |
| 1999 | 1,316,086 | 11,304,163 | 8,060,000 | 3,244,163 |
| 2000 | 1,273,586 | 10,030,577 | 7,320,000 | 2,710,577 |
| 2001 | 1,220,386 | 8,810,191 | 6,585,000 | 2,225,191 |
| 2002 | 1,177,222 | 7,632,969 | 5,845,000 | 1,787,969 |
| 2003 | 1,133,442 | 6,499,527 | 5,100,000 | 1,399,527 |
| 2004 | 1,089,142 | 5,410,385 | 4,350,000 | 1,060,385 |
| 2005 | 1,049,312 | 4,361,073 | 3,590,000 | 771,073 |
| 2006 | 893,632 | 3,467,441 | 2,935,000 | 532,441 |
| 2007 | 855,318 | 2,612,123 | 2,275,000 | 337,123 |
| 2008 | 815,438 | 1,796,685 | 1,610,000 | 186,685 |
| 2009 | 783,110 | 1,013,575 | 935,000 | 78,575 |
| 2010 | 742,001 | 271,574 | 255,000 | 16,574 |
| 2011 | 271,574 | - | - | - |

The Town has been authorized to issue bonds of $7,600,000 to assist in funding the construction of a proposed water treatment plant. As of September 18, 1992, none of these authorized bondings have been issued.

(5) 1993 Budget

The Town has authorized a fiscal 1993 operating and capital budget totaling $46,570,760. There are additional expenditures of $1,856,092 for state reimbursable items, state and county assessments, and fiscal 1993 overlay, which are not subject to Town Meeting authorization. The total expenditures will be financed from the following sources:

| | |
|---|---|
| 1993 tax levies, state grants, departmental receipts, etc. | $46,888,802 |
| Surplus revenue | 983,952 |
| Other | 554,098 |
| | $48,426,852 |

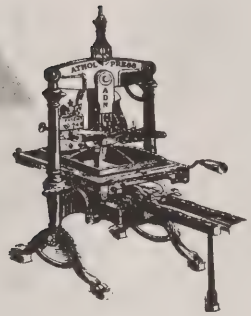
In addition, the Town has carried forward appropriations totaling $1,017,193 from 1992 and prior years for projects authorized by the Town Meeting but not yet completed. Amounts carried forward include General Fund appropriations of $407,779 and Capital Projects Funds appropriations of $609,414.

(6) Commitments and Contingencies

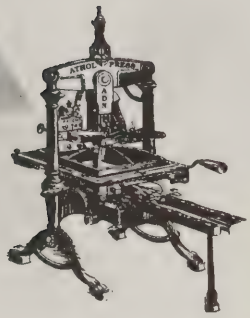
The Town and other municipalities were named as third-party defendants in a lawsuit filed by the United States of America and the Commonwealth of Massachusetts against a trucking company and others. The towns were alleged to have arranged with the trucking company and others for the transportation, disposal, storage or treatment of hazardous substances and materials at the trucking company's landfill. The Town has agreed to settle this lawsuit. The Town's portion of the settlement, less recovery from insurance companies, is $1,189,000, which will be paid over 10 years at 4% interest per annum. The annual payments will be raised and appropriated each year. This estimated liability is reflected in the accompanying financial statements in the general long-term obligations account group.

The Town has been named a defendant in a number of lawsuits at June 30, 1992. In the opinion of Town management and legal counsel, the ultimate resolution of these legal actions will not result in a material loss to the Town.

Notes



Notes



# TOWN OF BURLINGTON
# TELEPHONE DIRECTORY

| DEPARTMENT | |
|---|---|
| TOWN OF BURLINGTON | |
| Information/Connecting | |
| All Departments | 270-1600 |
| TDD for the Deaf | 270-1934 |
| Burlington Public Meeting Information | 270-1604 |
| Accounting | 270-1610 |
| Assessors | 270-1650 |
| Board of Health | |
| Public Health Nurse | 270-1957 |
| Sanitarian/Environmental Engineer | 270-1954 |
| Building Inspector | 270-1615 |
| Civil Defense | 270-1699 |
| Community Life Center | 270-1961 |
| Conservation Commission | 270-1655 |
| Council on Aging | 270-1950 |
| C.O.A. Lunch Order Line | 270-1952 |
| Dog Pound | 270-1698 |
| Fire | |
| Emergency/Ambulance | 911 |
| TDD for the Deaf | 270-1913 |
| Business | 270-1925 |
| Library | 270-1690 |
| Mini Bus Coordinator | 270-1965 |
| Planning Board | 270-1645 |
| Police | |
| Emergency | 911 |
| TDD for the Deaf | 270-1913 |
| Business | 270-1914 |
| Public Works | 270-1670 |
| Cemetery | 270-1685 |
| Central Maintenance | 270-1678 |
| Engineering | 270-1640 |
| Garage | 270-1676 |
| Recreation | |
| Office | 270-1695 |
| Garage | 270-1697 |
| Selectmen | 270-1630 |
| School Department | 270-1800 |
| Burlington High School | 270-1800 |
| Fox Hill School | 270-1791 |
| Marshall Simonds | 270-1781 |
| Memorial School | 270-1721 |
| Pine Glen School | 270-1712 |
| Wildwood School | 270-1701 |
| Tax Collector | 270-1625 |
| Town Administrator | 270-1635 |
| Town Clerk | 270-1660 |
| Treasurer | 270-1620 |
| Veterans' Agent | 270-1959 |

BURLINGTON PUBLIC LIBRARY
3 2116 00176 397 4